

AT A WORK SESSION OF THE ROCKBRIDGE COUNTY BOARD OF SUPERVISORS
HELD IN THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICE BUILDING
AT 150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA
ON MONDAY, FEBRUARY 25, 2019 AT 4:30 P.M.

BOARD MEMBERS PRESENT: A.J. "JAY" LEWIS, II.
DANIEL E. LYONS (4:58 P.M.)
JOHN M. HIGGINS
R. W. DAY

ABSENT: DAVID W. HINTY, JR.

COUNTY ADMINISTRATOR
AND CLERK TO THE BOARD: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

CALLED TO ORDER:

Chairman Lewis postponed opening the work session until Supervisor Lyons arrived. The meeting opened at 4:56 p.m. Supervisor Lyons arrived at 4:58 p.m.

Solid Waste Discussion:

County Administrator Spencer Suter briefly reviewed the following information: "To recap this discussion, especially for newer Board members, please recall that the Board commissioned a solid waste study several years ago. The result was a move toward all-staffed collection centers. Also a new contract was signed with C&S Disposal, which provided for a stepped cost reduction with each unstaffed site closing. Two new centers at a revised center were proposed:

- The revised center was the expansion of the then unstaffed Kerrs Creek site to a staffed center
- The two new proposed centers were Fancy Hill and what ultimately became known as the Northwest quadrant.
 - o Here I'll note that no location has been found for a center in the NW or Brownsburg area.
- Additionally, it was proposed to move the Sallings Mountain site to the Natural Bridge Station area.

Approximately 2 years ago, the Board determined to begin closing some unstaffed centers and actually published a removal schedule. Then, a decision on the Fancy Hill site was delayed and the Board determined not to move ahead with the schedule. In the meantime, Supervisor Higgins brought forward the request to fund a center somewhere in the area of Forge Road, to provide residents with an option other than the Landfill. This leads us to where we are today. The Kerrs Creek site opened last fall. No sites have been closed as a result. The Fancy Hill site will be breaking ground soon. Staff asked the Board SW committee to meet and provide us with some direction moving ahead, with regard to any associated closure of unstaffed centers. An example would be closure of Buffalo Creek site upon opening of Fancy Hill. Of course, that begs the question of what unstaffed sites would be associated with other new and existing staffed centers. In order to help visualize the current and potential options, staff created a working map, simply for discussion. One area of concern that the SW Committee and staff has is increased pressure on the Fairfield and Greenhouse Road sites. Our goal for this meeting is

to reengage the full Board in the discussion and provide some early visibility, so that staff has clear direction moving into the future. We are certainly not asking for, nor would recommend any decisions as a result of this meeting. With that, unless there are questions, we can review the map to start the discussion."

Supervisor Higgins shared that his prior recommendation to delay closures of the unmanned sites was because he would not have any centers in his district, leaving his constituents with no option but to travel to the Landfill which operates differently than the collection centers. Since that time, he advised, Fancy Hill has been approved and another site is being proposed for constituents in the Route 608 corridor. Supervisor Higgins added that he also had the same concerns about the South River District constituents as he had with the Buffalo District.

Chairman Lewis suggested that a proposed joint center with Buena Vista could accommodate the constituents near Route 608.

Mr. Suter commended Solid Waste and Recycling Manager Tracy Shafer for her efforts during this entire process. He then presented the working map showing the collection sites and potential problems. One of the problems he identified that may occur after removal of the unstaffed sites was the heavy amount of traffic flowing to a single, staffed site, such as Fairfield or Greenhouse Road.

Chairman Lewis shared that this could be a reason to keep the unstaffed sites until a northwest quadrant site is identified. However, he stated, he thought the staffed sites were created to handle a large traffic flow.

Mr. Suter explained that a potential problem would be the additional load on the compactors at current manned sites.

Mrs. Shafer added that the compactors at Greenhouse Road and Fairfield utilize variable frequency drive motors that convert the three phase power to single phase. She then shared that when the dumpsters are being pulled out, a per-pull cost for each compactor will be \$145, verses by tonnage. She then explained that the cost will be less than current; however, some sites will likely need more than one compactor. For example, she noted, the Kerrs Creek and Fairfield sites may need two compactors.

Chairman Lewis asked if Greenhouse Road had already been set up for this change.

Ms. Shafer replied, no, it has one compactor and was not designed for expansion; however it could be done. She noted that last year 1600 tons was picked up just at the staffed collection centers. She added that some unstaffed sites are picked up daily, Monday thru Saturday, while others are picked up a few times a week. She noted that the number of dumpsters at - some just one and others have multiple.

Mr. Suter advised that the County is aware of illegal dumping from individuals not living in the County at some of the unstaffed sites.

Chairman Lewis asked if there are certain sites Mr. Suter is speaking of.

Mr. Suter replied, sites near the County lines are the most popular, citing those as near the Augusta and Botetourt boundaries.

Chairman Lewis asked if Rockbridge County has trash pick-up services.

Mr. Suter replied that, to his knowledge there are two (2) providers.

While reviewing the sites in the South River District, Mr. Suter stated that it will be problematic when citizens will have to utilize the Landfill once the dumpsters are removed because the Landfill operates on different hours as the County's manned sites.

Chairman Lewis asked Mr. Suter if there is any data showing trends in how much waste is taken into the Landfill.

Mr. Suter replied, each year it has steadily increased. He then suggested the following: staff continue working with the Solid Waste Committee on collections; board members speak with staff and the Solid Waste Committee members about what they would like to see in the next steps; and, the Solid Waste Committee apprise the board when data is received pertaining to costs.

Chairman Lewis agreed that the Solid Waste Committee should continue to meet and continue to be the conduit to the other board members. He also agreed for the Solid Waste Committee to research the associated costs and which sites should be looked at first based on illegal dumping.

Supervisor Higgins shared his appreciation to staff and the Board working so hard to accomplish the Fancy Hill site, Kerrs Creek site, and the proposed site for Route 608 constituents. He asked that the Board and staff now look at options for the Walkers Creek District being there is no plan at this time and that all districts be treated the same. Supervisor Higgins then asked that the South River District be researched as its constituents will have to use the Landfill and its operating hours are not the same as the collection sites.

Chairman Lewis responded to Supervisor Higgins comments stating that the Board looked at the other sites first because they knew it was likely to be a success. He then noted that he did not feel comfortable telling citizens in the Walkers Creek District that the unstaffed sites would be closing when there is no staffed site in place to replace the unstaffed dumpsters.

Mr. Suter then advised the board that maintenance costs are already close to exceeding what was budgeted for cleanup at the unstaffed sites. He then advised the board of recent heavy winds blowing down part of the new fencing at the new Kerrs Creek collection site.

Mrs. Shafer added to Mr. Suter's comment, advising that C&S used to hold two (2) trucks going on Sunday night, for delivery to the Landfill first-thing on Monday mornings. Now, however, they have four (4). She added that each holds between 4-7 tons of garbage.

Mr. Suter reminded the board that large items used to have to be taken to the Landfill but now can be taken to the collection sites since they added the large containers. In result, more waste is being received.

Supervisor Day asked if it were possible to have an unstaffed recycling center.

Mrs. Shafer replied that we could, but it would be considered single-streamed recycling and cost the County \$35 per ton for the processor to process.

Supervisor Day asked if a compactor could be there for recyclable containers.

Mr. Suter replied that the Kerrs Creek site used to have an unstaffed recycling station and often, items ranging from household trash to deer carcasses ended up in the recycling containers, contaminating everything else. He advised that there could possibly be a hybrid site for solid waste collection.

Supervisor Day asked if that would mean having a compactor.

Mr. Suter replied, yes, but not for recyclables.

Supervisor Day shared his thought that the board may need to act quickly to fix problems once sites no longer have dumpsters.

Mr. Suter shared that they will try to predict problems that could arise. He confirmed that this will go back to the Solid Waste Committee for further discussions.

Chairman Lewis closed the Work Session at 5:33 p.m. and transitioned into the regular meeting.

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, FEBRUARY 25, 2019 AT 5:30 P.M.

BOARD MEMBERS PRESENT: A.J. "JAY" LEWIS, II.
 DANIEL E. LYONS
 JOHN M. HIGGINS
 R. W. DAY

ABSENT: DAVID W. HINTY, JR.

COUNTY ADMINISTRATOR
AND CLERK TO THE BOARD: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

CALLED TO ORDER:

Chairman Lewis called the meeting to order at 5:33 p.m. He advised that Supervisor Higgins would deliver the invocation for anyone who wished to participate.

Supervisor Higgins delivered the invocation and led in the Pledge of Allegiance.

Recognitions and Presentations:

Chairman Lewis called for any recognitions of presentations. There were none.

Citizens Comments:

Chairman Lewis called for citizens comments. There were none.

Items to be added to the Agenda:

Chairman Lewis called for items to be added to the agenda. There were none.

Approval of the February 11, 2019 Minutes:

Supervisor Lyons moved to approve the minutes. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons, Higgins, Day, Lewis
Nays: None
Absent: Hinty
Abstain: None

Consideration of Schools Appropriation Resolution:

In Finance Director Steven Bolster's brief absence, County Administrator Spencer Suter presented the proposed resolution.

Supervisor Higgins moved to approve the resolution. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Higgins, Day, Lyons, Lewis
Nays: 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, FEBRUARY 25, 2019 AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, the Board, by record vote adopted the following appropriation resolutions:

APPROPRIATION RESOLUTION

BE IT RESOLVED: By the Board of Supervisors of Rockbridge County, Virginia, that the following appropriations are, and the same hereby are made, for the period ending **June 30, 2019** in **FUND 50, SCHOOL FUND** and expended as follows:

New Grants

ABE Innovation 2018

4-50-61100-1620-312-700-892 Teacher Salaries.....	\$4,875.00
4-50-61100-2100-312-700-892 FICA.....	\$373.00
4-50-61100-3160-312-700-892 Purchased Service.....	\$13,440.00
4-50-61100-6030-312-700-892 Materials & Supplies.....	<u>\$1,312.00</u>
Subtotal	\$20,000.00

ESEA Title IV 2018

4-50-61100-1620-390-100-893 Teacher Salaries.....	\$3,000.00
4-50-61100-6030-390-100-893 Materials & Supplies.....	<u>\$34,227.00</u>
Subtotal	\$37,227.00

TOTAL FUND 50 APPROPRIATIONS **\$57,227.00**

Update on the Rockbridge Regional Fair and Expo, Inc.:

Janelle Vess, Chairperson of the Rockbridge Regional Fair Board, presented an update on the 2019 fair thus far. Included in her review was the following information:

- Commended the Board for its support
- Working really hard on its fundraising efforts
- Have executed a contract for carnival rides for this upcoming fair
- There is a rodeo booked
- Bands are being booked to play down in the midway area
- Entire music festival is being planned for Meade Hill
- Some items are still pending as Ms. Leann Claywell left her position in the fall and some activities must be approved by the new COO.

- There is a potential for a tractor pull

Supervisor Higgins shared his appreciation to Ms. Vess for her diligence in preparing for the upcoming fair. He then commended the volunteers who have helped. Supervisor Higgins advised that Ms. Vess and some others have taken on work that last year's paid staff handled.

Ms. Vess advised that she is trying to book some bands from outside the County in hopes that their local followers will come to the fair and potentially bring in revenues at local businesses such as hotels. She then announced that Big Spring has agreed to host a draw-down dinner for the fair, explaining that each ticket purchased will receive a chance to win the \$1,000 prize. She added that 25 extra chances will be raffled off at the dinner.

Consideration of a revised SPCA Agreement:

County Administrator Spencer Suter briefly reviewed the Agenda Item which included the following information: "At its last regular meeting on February 11th, the Board was presented with a draft, updated agreement with the SPCA for animal sheltering services. To refresh, since 1992, the County and Cities of Lexington and Buena Vista have contracted with the Rockbridge SPCA for animal sheltering services, each with separate but similar contracts. In 2016, discussions about revising the agreement began and since then, County and Lexington City staffs have been in negotiations for an updated agreement. The negotiations stalled at several points over this time, but recently, the SPCA Board of Directors has approved the version attached to this Board report. Consideration of this

agreement is expected to be on Lexington City Council's March 7th agenda. The City of Buena Vista has already entered into a separate agreement with the SPCA. To ensure compliance with the Virginia Public Procurement Act, the Board will need to make factual findings supporting a determination that the SPCA is the only source practicably available for the services to be provided, as set forth in the proposed Resolution."

Supervisor Higgins moved to approve the resolution. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Higgins, Day, Lyons, Lewis
Nays: 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, FEBRUARY 25, 2019

Resolution to Authorize and Approve an Agreement with the Rockbridge Society for the Prevention of Cruelty to Animals, Inc. ("SPCA"), for Public Animal Shelter Services for the County of Rockbridge and the City of Lexington

WHEREAS, after pledging a total of \$95,000 (Rockbridge: \$60,000; Lexington: \$25,000; and Buena Vista: \$10,000) toward construction of a new animal shelter (the "Shelter") on Animal Place Road in Rockbridge County, the Rockbridge County, the City of Lexington, and the City of Buena Vista entered into separate contracts with the SPCA for provision of animal shelter services on December 14, 1992, May 17, 1993, and June 8, 1993, respectively; and,

WHEREAS, the parties have agreed that a new and updated agreement is warranted; and,

WHEREAS, for purposes of compliance with the Virginia Public Procurement Act (Section 2.2-4300, et seq.), the Board must determine that the SPCA is the only source practicably available for the services procured through this agreement; and,

WHEREAS, the City of Buena Vista has entered into a separate agreement with the SPCA for the services; and,

WHEREAS, the County of Rockbridge and the City of Lexington (the “Localities”) desire to enter into the new services agreement.

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

1. That the terms and provisions of the SPCA Agreement for Public Animal Shelter, dated as of March 1, 2019, for mandated public animal sheltering services as provided therein, between the SPCA and the Localities for an initial term through June 30, 2019, and renewing automatically from year to year (July 1st – June 30th) thereafter unless or until any party gives Notice of termination to the other parties, for the following fiscal year with not less than 365 days’ notice, are hereby authorized and approved. A copy of said Agreement is on file with the Clerk to the Board of Supervisors.

2. That the Board of Supervisors hereby determines that the SPCA is the only source practicably available at this time for the necessary services, based upon the County’s previous investment of public funding in the Shelter and ongoing contributions through payment of service fees, to ensure continued preservation of the Localities’ interests in the Shelter and maintaining the Shelter for the public benefit, with attendant benefits in service fees, in providing the state-mandated services for the Localities; further, the Board of Supervisors finds that the area lacks any other comparable Shelters for comparable services in reasonable proximity to the Localities.

3. That the County Administrator is hereby authorized to execute the Contract dated March 1, 2019, and such other and further documents, and to take such further actions, as may be necessary to accomplish this transaction on behalf of the Board of Supervisors, all of which shall be upon form and subject to the conditions approved by the County Attorney.

4. That this ordinance shall be effective on and from the date of its adoption.

Adopted this 25th day of February, 2019.

Consideration of Burn Building Design Contract:

Fire Chief Nathan Ramsey briefly reviewed the Agenda Item which included the following information: "As you may recall, at the January 28th BOS meeting staff presented for consideration and received the authorization to negotiate terms with Engineering Solutions & Construction Management, PLC. This firm will design and provide oversight to the burn building renovation project located at 11 Vista Links Drive for which we received a grant from Virginia Department of Fire Programs (VDFP) in the amount of \$445,204. The project will include renovating the current ground floor, with an addition of a second floor and upgrading the temperature monitoring system to bring the building up to the standard which allows for realistic training and Firefighter I & II certification for the region. Currently the facility is out of service as it does not meet the NFPA 1403 standard for Live Fire Training. After negotiations, which resulted in a fee not to exceed \$25,000, staff has included the scope of services and contract for your review and consideration." Chief Ramsey advised that a one (1) year grant extension was approved and will provide additional time to complete the project.

Supervisor Lyons moved to approve the resolution. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons Day, Higgins, Lewis
Nays: 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, FEBRUARY 25, 2019

**RESOLUTION TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH
ENGINEERING SOLUTIONS & CONSTRUCTION MANAGEMENT, PLC, FOR
DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR RENOVATION
OF THE REGIONAL FIRE TRAINING CENTER**

WHEREAS, the County has received a grant, in the amount of \$445,204, through the Virginia Department of Fire Programs (VD FP) to renovate the regional fire training center located at 11 Vista Links Drive in Buena Vista, Virginia; and,

WHEREAS, on December 12, 2018, the County issued a Request for Proposals from qualified engineering firms to provide design and construction administration services, in compliance with the VD FP guidelines; and,

WHEREAS, Engineering Solutions & Construction Management, PLC, ("Engineering Solutions) submitted the only proposal for the project, and given their prior experience, staff has recommended and the Board has approved negotiation of a contract for the services; and,

WHEREAS, an Agreement between the County and Engineering Solutions has been presented to the Board of Supervisors for approval.

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

1. That the Professional Services Agreement, dated as of March 1, 2019, between the County and Engineering Solutions & Construction Management, PLC, to provide design and construction administration services for a contract price not to exceed \$25,000.00, is hereby authorized and approved.

2. That the County Administrator is hereby authorized and approved to execute the Agreement for Professional Services with Engineering Solutions, and to take such further actions, on behalf of the Board of Supervisors, as are necessary to accomplish this transaction, all of which shall approved as to form by the County Attorney.

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

Adopted this 25th day of February, 2019.

Consideration of Interest Payment Requests from the Rockbridge County Firefighters Association and Rockbridge Emergency Rescue Group on Behalf of Volunteer Departments:

Chief Ramsey briefly reviewed the Agenda Item which included the following information: "For many years, the Board of Supervisors has supported volunteer fire and EMS department apparatus and equipment purchases via payment of interest on borrowings. The County annually budgets \$50,000 for this purpose and the funding is allotted on a "first come, first served" basis up to the cap of \$50,000. The process for request is as follows:

- 1) A department identifies a need and determines the amount necessary to borrow
- 2) The department approaches its respective Association (for EMS - the Rockbridge Emergency Rescue Group - "RERG". For fire, the Rockbridge County Firefighters Association - "RCFA"), with the request to support its borrowing and associated application to the County for interest funding support.
- 3) The RERG or RCFA, respectively, considers the request and, if in agreement, makes a recommendation to the County to support the department's request.
- 4) The Department then makes request to County staff, which presents it to the Board of Supervisors for consideration.

Information which is submitted with each request to the Board includes:

- 1) Item(s) to be funded by the borrowing
- 2) Total amount to be borrowed
- 3) Amortization schedule showing principal and interest payments

The Board then considers the request(s) and unless there are concerns, approves payment of interest, dependent on available funding. The approved amounts are then reimbursed to the departments in the last quarter of each fiscal year. For example, last fiscal year, the Board made the following contributions in June:

Kerrs Creek	\$2
BUENA VISTA	\$8,998
NATURAL BRIDGE	\$6,732
SOUTH RIVER	\$19,208
ROCKBRIDGE BATHS	\$2,742
RAPHINE	\$9,440
Effinger	\$2,879
Combined Total	\$50,000

The last request approved by the Board was January 2018, for Effinger Fire Department. The interest reimbursement for this request was approved for only up to the cap of \$50,000.

Recently, we received two additional requests:

- 1) Kerrs Creek VFD for recent purchase of a Kenworth Tanker
- 2) Glasgow Life Saving Crew for a purchase of a new ambulance

The request is to fund interest payments associated beginning in FY2020. An individual amortization schedule for the borrowing, as well as a summary document are attached. Again, the traditional policy which has been followed is a first come, first served basis. The table below shows payments which would be made for the FY2019 budget year.

Loan Amt. Int. Request Actual

BUENA VISTA	Truck	\$603,444	\$8,754.81	\$8,754.81	Approved 2009-10
NATURAL BRIDGE	Pumper	\$435,000	\$4,585.00	\$4,585.00	Approved 8/23/2010
SOUTH RIVER	Truck	\$537,089	\$17,385.77	\$17,385.77	Approved 11/9/2015.
ROCKBRIDGE BATHS	Attack	\$108,570	\$1,981.43	\$1,981.43	Last Payment
RAPHINE	Tanker	\$250,000	\$7679.44	\$7,679.44	Approved 9/12/2016.
Effinger	Engine	\$234,713	\$5,499.17	\$5,499.17	Approved 01/09/2017
					BOS consider
Kerrs Creek	Tanker	\$341,296	\$14,948.68	\$2,880.07	02/25/2019
					BOS consider
Glasgow Rescue	Ambulance	\$201,165	\$4,775.19	\$1,234.31	02/25/2019
TOTAL FY 2019			\$65,609.49	\$50,000.00	

Assuming that the Board maintains the \$50,000 annual contribution, staff recommends dividing the remaining available funds between Kerrs Creek Fire and Glasgow Rescue Squad. Essentially, the existing interest payment requests utilize the full \$50,000 allotment."

Chairman Lewis asked if there is some rotation for the departments receiving the funds.

Chief Ramsey replied, it will be between five and eight years before funding is available for other departments.

Supervisor Lyons moved to approve the RCFA and RERG-supported request to add the Kerrs Creek VFD and Glasgow Life Saving Crew to interest payment program, subject to available funding. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons, Higgins, Day, Lewis
Nays: None
Absent: Hinty
Abstain: None

Consideration of Courthouse Life Safety Inspections Contract:

Mr. Suter reviewed the Agenda Item which included the following information: "The Rockbridge Regional Courthouse utilizes multiple integrated life safety systems, including fire alarm monitors and smoke detectors. Since the Courthouse opened in 2008, maintenance of these systems has been handled by the original subcontractor / installer. Recently, Courthouse staff have determined that more efficient and cost effective service may be possible and solicited quotes for the service. Ultimately, staff recommended entering into an annual service contract with Templeton Vest, Inc. with offices based in Roanoke. The new contract would include regular inspections and a 24/7 alarm monitoring service. Templeton Vest also provides similar services for the Regional Emergency Communications Center."

Chairman Lewis asked if other departments need this same service.

Mr. Suter replied, yes, the Regional Jail, 911 Center, and Courthouse Security uses Templeton-Vest.

Supervisor Lyons asked if there were other bidders.

Mr. Suter replied, no, that Building Official Kenny Wilson called and requested quotes. He noted that the quote from Templeton-Vest was lower than the current provider.

Supervisor Lyons moved to approve the resolution. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons, Day, Higgins, Lewis

Nays: 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, FEBRUARY 25, 2019

**RESOLUTION AUTHORIZING APPROVAL OF A SERVICES AGREEMENT WITH
ARKANSAS AUTOMATIC SPRINKLER, INC., D/B/A TEMPLETON-VEST, FOR
INSPECTIONS AND MONITORING OF THE FIRE ALARM SYSTEM, EMERGENCY
LIGHTING AND SPRINKLER SYSTEM AT THE ROCKBRIDGE COUNTY
COURTHOUSE**

WHEREAS, the County requires inspections and monitoring of the fire alarm system, emergency lighting and sprinkler system at the Rockbridge County Courthouse; and,

WHEREAS, the County has solicited quotes for the necessary services and received the lowest quotes from Templeton-Vest; and,

WHEREAS, staff has presented an agreement with Templeton-Vest for the required services for approval by the Rockbridge County Board of Supervisors.

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

1. That the Services Agreement dated as of March 1, 2019, with Arkansas Automatic Sprinkler, Inc., an Arkansas corporation, d/b/a Templeton-Vest, at a price not to exceed \$4,460.00 annually, for inspections and monitoring of the fire alarm system, emergency lighting and sprinkler system at the Rockbridge County Courthouse, be, and hereby is, authorized and approved.

2. That upon receipt of the completed Contract Documents, and all remaining requirements therefor, the County Administrator is hereby authorized to execute the Services Agreement 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.

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

Adopted this 25th day of February, 2019.

Consideration to Schedule a Public Hearing on South River Property Leased to Betty Bryant:

County Attorney Vickie Huffman briefly reviewed the Agenda Item which included the following information: "The County owns a number of properties on South River that were acquired in connection with the South River Flood Mitigation Project. The Open Space Policy (Exhibit B) adopted by the Board of Supervisors gives leasing priority to former property owners, then to adjoining property owners. Betty F. Bryant, former owner, has been leasing back two parcels of land on South River Road, identified on the Land Records as Tax Map #64-A-27A1 and #64-A-27A2, for use in agricultural operations since 2008. The parcels are shown on the attached copy of the land records. The Bryants have paid their rent and managed the parcels in accordance with the terms of the prior lease agreements. The current lease expired on February 28, 2018. Ms. Bryant is interested in continuing to lease the parcels for another five (5) years. With the new lease agreement, the annual rent is significantly reduced to \$37.10 (from \$101.60) per year for both parcels, due to reductions in assessed value in the last general reassessment. The new term would be March 1, 2019, through February 29, 2024. Approval of this lease requires adoption of an Ordinance, following public hearing."

Supervisor Day moved to authorize scheduling a public hearing on this matter for March 11, 2019. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Day, Higgins, Lyons, Lewis
Nays: None
Absent: Hinty
Abstain: None

Public Hearings:

Chairman Lewis reordered the Public Hearings to provide an important update.

**Verizon Wireless- Telecommunication Tower in A-2- Special Exception
Public Hearing:**

Chairman Lewis announced that the applicant, Verizon Wireless, withdrew its application for a special exception permit prior to the board meeting.

Community Development Director Sam Crickenberger explained that the application was withdrawn and advised that the applicant could reapply any time with the same application or new property.

Chairman Lewis shared that it is important to note that the board values cell services and that he applauds Verizon for further review of alternate locations and encouraged them to reapply.

Mr. Crickenberger agreed that his department is happy to assist Verizon. He then apologized for the inconvenience with the application being withdrawn just before the meeting.

**Personnel Policy to Reward and Recognize Continuous Years of Service
for County Employees:**

Mr. Suter briefly reviewed the Agenda Item which included the following information: "At its last work session on January 28th, and with the support of the Board of Supervisors Personnel Committee, the Board was presented a proposal for a staff recognition and retirement program, in the form of a policy (attached). The policy is intended to recognize and

reward dedication of staff, to include a more standardized method of celebrating retirements. In addition to providing guidance on retirement recognition, the program would provide for recognition of staff longevity milestones each December at a regular meeting of the Board of Supervisors. Staff reaching a 5 year milestone would be presented a certificate of achievement/appreciation and award of \$50 for their first 5-year milestone and an additional \$25 for each 5 years of service. For example, an employee reaching the 5 year milestone would receive the base of \$50. An employee reaching the 15 year milestone would receive \$125 ($\$50 + \$25 + \$25 + 25$). The draft policy is attached. In order to achieve equity, it is recommended that, in the first year of the program, all employees who have hit milestones in their tenure receive recognition for their last milestone achieved. For example, an employee with 9 years of service would receive the 5 year award and an employee with 13 years of service would receive the 10 year award. Awards would be calculated in gross amounts to account for any taxes taken out. In this way, employees would receive the full, round number of the award. The total estimated cost in the first year would be \$3,870. Succeeding year costs would fluctuate depending on the number of employee reaching milestones, but would be much less, since "catch-up" is being completed in the first year. This item was on the February 11 agenda, but we realized that since the monetary recognitions could be considered bonuses, adoption of the policy must be by ordinance (per the Code of Virginia). The ordinance was duly advertised for public hearing in the February 13 and February 20 editions of the News Gazette."

Chairman Lewis opened the public hearing at 6:02 p.m. With no comments received, he closed the public hearing at 6:03 p.m.

Supervisor Higgins moved to adopt the ordinance. Supervisor Lyons provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Higgins, Lyons, Day, Lewis
Nays: 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, FEBRUARY 25, 2019

Ordinance, Per Va. Code Section 15.2-1508, to Adopt a Personnel Policy to Reward and Recognize Continuous Years of Service for County Employees at Each Five Years of Service Milestone, With a Base Bonus of \$50 for Each Five Years of Service, and an Additional \$25 for Each Additional Five Years of Service, to be Distributed During the Last Payroll Cycle of the Calendar Year

WHEREAS, Virginia Code §15.2-1508 allows the governing body of any locality to provide for payment of monetary bonuses to its officers and employees, upon adoption of an ordinance; and,

WHEREAS, the Board of Supervisors of Rockbridge County has encouraged adoption of a program to recognize and reward the dedication of staff, including a more standardized method of celebrating retirements; and,

WHEREAS, staff has presented an amendment to the County of Rockbridge Personnel Guidelines and Policies to provide for a Years of Service and Retirement Program; and,

WHEREAS, the Policy allows for recognition of all County employees at each five years of continuous service milestone, with a base bonus of \$50 for each five years of service and an additional \$25 for each additional five years of service; and,

WHEREAS, the Policy allows for award of a plaque, at a value not to exceed \$150, to any County employees who retire from the County with 10 or more years of service, and to hold an internal event for the exit of the retiree, the expenses of which shall not exceed \$150.

WHEREAS, the Board of Supervisors has considered adoption of this Policy, following notice and a public hearing, which was held on February 25, 2019.

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

1. The "Years of Service and Retirement Program", a copy of which is attached hereto as Exhibit A and incorporated herein by reference, including authorization for employee bonus payments, is hereby adopted and approved as an addition to the County of Rockbridge Personnel Guidelines and Policies.

2. This ordinance shall be effective on and from the date of its adoption.

Adopted this 25th day of February, 2019.

Appointments:

Board of Zoning Appeals:

Mr. Suter advised that Supervisor Hinty has nominated Samuel (Sammy) Vest, Jr. to fill the Natural Bridge District vacancy.

Supervisor Higgins advised that Mr. Vest lives in the Buffalo District.

Ms. Huffman advised that the appointments do not have to be made by district, but it has been in the past as a tradition.

Supervisor Higgins moved to nominate Samuel Vest to the Board of Zoning Appeals. Supervisor Lyons provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Higgins, Lyons, Day, Lewis
Nays: None
Absent: Hinty
Abstain: None

Building Code Board of Appeals- Thomas Hart's Term Expires 3/13/19:

Chairman Lewis recommended reappointment of Mr. Hart who is willing to continue serving.

Supervisor Lyons moved to reappoint Thomas Hart to the Building Code Board of Appeals. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons, Higgins, Day, Lewis
Nays: None
Absent: Hinty
Abstain: None

Other Business:

Mr. Suter reminded the board that the next budget meeting will be held during the board's regular meeting on March 11th at 5:30 p.m.

Adjourn:

Supervisor Lyons moved to adjourn at 6:06 p.m. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the board members present.

Ayes: Lyons, Day, Higgins, Lewis
Nays: None
Absent: Hinty
Abstain: None