

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, MARCH 11, 2019 AT 5:30 P.M.

BOARD MEMBERS PRESENT: DANIEL E. LYONS
DAVID W. HINTY, JR.
JOHN M. HIGGINS
R. W. DAY

BOARD MEMBERS ABSENT: A.J. "JAY" LEWIS, II.

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

COUNTY ATTORNEY: VICKIE L. HUFFMAN

CALLED TO ORDER:

Vice Chairman Lyons called the meeting to order and 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:

There were none.

Citizens Comments:

There were none.

Items to be added to the Agenda:

There were none.

Approval of the February 6, 2019 and February 25, 2019 Minutes:

Supervisor Hinty moved to approve the minutes. Supervisor Day provided the second, and the motion carried by unanimous roll call vote by the Board members present.

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

County Financial Package:

Finance Director Steven Bolster reviewed his monthly memorandum. He reminded the Board of future budget meetings and then reviewed the Revenues Verses Expenditures Chart. Mr. Bolster presented the County's Appropriation Resolution, adding three (3) invoices, and asked for approval of the amended resolution.

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

Ayes: Hinty, Day, Higgins, Lyons
Nays: None
Absent: Lewis
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, MARCH 11, 2019 AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, 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, 2019**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

4-11-21010-3650 Records Preservation Grant.....	\$10,680.00
4-11-71005-5620 Cont-VHC Athletic Field.....	\$4,000.00
4-11-81010-3202 Payment for Planning Services.....	<u>\$200.00</u>
Total General Fund Appropriations	\$14,880.00

Current County

11 - General Fund	\$859,229.59
94 - Central Stores	\$8,938.35
372 - Construction Project Fund	<u>\$21,563.00</u>
Total County Bills	\$889,730.94

Current Fiscal Agent

80 - Regional Jail	\$133,649.02
241 - E-Summons Fees	<u>\$1,669.43</u>
Total Fiscal Agent	\$135,318.45

TOTAL ALL BILLS **\$1,025,049.39**

ADDED ITEM FOR DISCUSSION:

Athletic Fields CIP Request by Connie Loughhead:

Ms. Loughhead advised that she had been communicating with the County Administrator and Supervisor Hinty about the potential to add a line in the CIP for the athletic fields. She stated that she has been working very diligently on getting athletic fields for the County's youth athletes who have limited access to practice fields. Ms. Loughhead noted that three (3) years ago VDOT suggested a certain entrance at the proposed Horse Center field location and later in 2018 determined that there was a better location. She advised that she had been in contact with the U.S. Soccer

Association and other organizations who specialize in athletic fields and have come up with a rough cost for field construction. She stated that a synthetic turf field could cost around \$520,000-\$550,000, and a natural grass field would be around \$310,000-\$340,000. She reiterated that final numbers will not be known until after VDOT makes a final determination. She shared that the total investment will likely be around \$800,000; however, there is a revenue that will be generated by the new fields. She shared the example of the Smith Complex in Martinsville, which has both natural grass and turf, which has generated a significant amount of revenue over the past 10 years. Ms. Loughhead explained that these fields will produce a revenue for local hotels and restaurants and feels this is the right thing to do for the students/athletes who need these fields. She added that she hopes the Board will look long-term instead of the quickest and cheapest way to get this done. Ms. Loughhead stated that, in a prior discussion, School Superintendent Phillip Thompson suggested that she negotiate a two-for-one deal with the turf field contractor in hopes that the RCHS football field could be converted to turf. She also advised that she had been in contact with the U.S. Soccer Association about its upcoming grant opportunity the County could apply for in May. She noted that grants would be funneled through the Schools and any private donations through the Rockbridge United Soccer Club or the girls' soccer team for the High School. She then asked the Board if they were willing and ready to add a CIP line item for the athletic fields.

Vice Chairman Lyons replied to Ms. Loughhead that her comments would be taken under consideration. He then shared that he believed the draft numbers for the fields are too low, noting that he just installed new

fields at a school in Roanoke. He then stated that if turf fields are contemplated, maintenance should be considered, as well as setting aside \$30,000 per year for eventual replacement.

Ms. Loughhead agreed with Vice Chairman Lyons adding that there will be potential to offset some of the operational costs by renting the fields to other agencies.

Vice Chairman Lyons stated that the request would be taken to the Finance Committee and brought back to the full Board.

Public Hearings:

South River Property Leased to Betty Bryant:

Vice Chairman Lyons opened the public hearing at 6:00 p.m., and hearing no comment, he closed the public hearing.

County Attorney Vickie Huffman briefly explained that the Board had previously seen this lease and proposed ordinance.

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

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

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY,
MARCH 11, 2019

Ordinance Authorizing and Approving Execution of Land Lease Agreement With Betty F. Bryant to Lease County-Owned Property Acquired in Connection With the South River Flood Mitigation Project, Being a .464-Acre Lot, Shown as Parcel A, New Tax Id #64-A-27A1, and a 0.549-Acre Lot, Shown as Parcel B, New Tax Id

#64-A-27A2, on Plat of Record in Plat Cabinet 4, Slide 61, in the South River Magisterial District of Rockbridge County

WHEREAS, the County of Rockbridge has acquired a number of properties within the flood plain along South River using grants awarded from the Federal Emergency Management Agency (FEMA), through the Virginia Department of Emergency Management (VDEM), and from the Virginia Department of Housing and Community Development (VDHCD) for this Project; and,

WHEREAS, the demolition of structures on these properties has been completed and the properties are to be maintained as open space, pursuant to the covenants and conditions imposed for compliance with the FEMA grant; and,

WHEREAS, on March 13, 2006, the Board of Supervisors adopted the 'South River Flood Mitigation Project Open Space and Land Lease Policy' and the Board has determined that those properties not located on South River be leased to interested parties as provided in the Policy; and,

WHEREAS, R. Coleman Bryant and Betty F. Bryant are the former owners of the parcels on South River Road described as ".464-acre lot – Parcel A – New Tax Id #64-A-27A1" and 0.549-acre lot – Parcel B - New Tax Id #64-A-27A2", on a plat entitled "Subdivision for Tax Parcel 0640000A00000270 & 27A, South River Magisterial District, Rockbridge County, Virginia," dated October 9, 2006, revised October 23, 2006, prepared by Green Forest Surveys, and recorded in the Clerk's Office of the Circuit Court of Rockbridge County, Virginia, in Plat Cabinet 4, Slide 61; and,

WHEREAS, the subject parcels were acquired by the County of Rockbridge from the Bryants by deed dated March 13, 2006, and recorded in the Clerk's Office of the Circuit Court of Rockbridge County as Instrument # 070001649; and,

WHEREAS, the Bryants have been leasing back the subject parcels since 2008, and Ms. Bryant has expressed an interest in continuing to lease the parcels for another five (5) years at a total annual rental of \$37.10, in accordance with the County's Policy, to be used for agricultural purposes in conjunction with her adjoining farmland; and,

WHEREAS, the lease of said property requires the adoption of an ordinance, following notice and a public hearing, which was held on March 11, 2019.

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

1. That lease of the parcels on South River Road described as “.464-acre lot – Parcel A – New Tax Id #64-A-27A1” and 0.549-acre lot – Parcel B- New Tax Id #64-A-27A2”, on a plat entitled “Subdivision for Tax Parcel 0640000A00000270 & 27A, South River Magisterial District, Rockbridge County, Virginia,” dated October 9, 2006, revised October 23, 2006, prepared by Green Forest Surveys, and recorded in the aforesaid Clerk’s Office in Plat Cabinet 4, Slide 61, a copy of which is attached hereto as Exhibit A, to Betty F. Bryant, for a period of five (5) years, beginning on March 1, 2019, at a total annual rental of \$37.10, payable annually in advance, is hereby authorized and approved, subject to the Open Space and Land Lease Policy, a copy of which is attached hereto as Exhibit B, and the Covenants and Restrictions applicable to the property, a copy of which is attached hereto as Exhibit C.

2. That the funds generated by this lease shall be placed in the General Fund of the County.

3. That the County Administrator is hereby authorized to execute the land lease agreement on behalf of the Board of Supervisors of the County of Rockbridge and to execute such other documents and take such further actions as are necessary to accomplish this transaction, all of which shall be upon form and subject to the conditions approved by the County Attorney.

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

Adopted this ____ day of March, 2019.

Consideration of Library Agreement:

County Administrator Spencer Suter briefly reviewed the Agenda Item which included the following information: “In 1980, Rockbridge County,

Bath County and the Cities of Lexington and Buena Vista entered into revised agreements with the Rockbridge Regional Library Board, to provide shared library services to the region. Several years ago, the Library Board approached the localities with the request to revisit and update the collective agreements, consolidating into a single document. Rockbridge ultimately assumed the primary role in helping to draft an updated agreement. Recently, staff of all four localities, as well as Library staff, agreed on final wording. The agreement provides mechanisms for both operational and capital funding, as well as termination language in the unlikely event that it would be necessary. Ms. Huffman has reviewed and approved the document. Please note that the execution date is listed as April 15, 2019. This is to provide all partners with time to consider and approve. The effective date is listed as July 1, 2019 in order to align the contract with the fiscal year. Finally, the contract lists the Goshen Library lease as an exhibit. The lease is currently under review and we hope to have a copy soon. I've also attached a copy of the County's 1980 agreement for comparison. Staff is not requesting that the Board approve the agreement, rather, the intent is to present the document for discussion. If the Board is so inclined, it could instruct staff to bring the agreement back to the Board at its next regularly-scheduled meeting on March 25th for action. It is my understanding that the partner localities and Library Board will be considering the agreement in upcoming meetings as well."

Vice Chairman Lyons asked the Board to send any comments to the County Administrator prior to the March 25th meeting when the final document would be considered.

FY2020 Draft Budget Update:

Mr. Suter shared an overview of the budget meetings thus far and stated that the Finance Committee's recommendations were included in the Agenda Item.

Fiscal Services Director Steven Bolster then reviewed the Agenda Item which included the following information: "At a scheduled budget meeting on February 20th, staff presented an initial review of the FY 2020 draft budget and overall funding position to the Board of Supervisors. At the time of presentation, planned expenditures exceeded anticipated revenues by \$855,486. The Board directed staff to update the FY 2020 draft budget with a recommended 3% cost of living adjustment (COLA) increase for County employees. Staff also added an anticipated 3% COLA for Constitutional Officers and their staff based on information gained from the General Assembly's 2019 Regular Session. This change also incorporated upward adjustment on the associated Compensation Board revenues.

Since the February 20th meeting, staff, working with finance, received and implemented the following changes to the FY 2020 draft budget:

- Based on recent trends and YTD revenue totals through February 2019, staff made upward changes to revenues forecasts for the following: 1) Machinery & Tools +\$16,130; 2) Meals Tax +\$40,000; 3) BPOL +\$5,000; 4) Bank Franchise +\$10,000; 5) Recordation Tax +\$5,000; & 6) Investment Interest +\$25,000. Staff will continue to monitor revenues for other potential adjustments

- The Local Choice premium for FY 2020 is level with 2019. Initially budgeted for a 5% increase. Reduced budget by ~\$32,000.
- On March 6th, the County received notification on the FY 2020 worker's compensation experience modification factor. Dropped from current of 1.23 to 0.89. Staff will have calculated the estimated budget savings in time for Monday's meeting.
- Recommendation to let current federal consulting services terminate at end of FY 2019; budget savings of \$21,000.
- County Administrator will purchase new laptop in FY 2019; \$2,000 reduction.
- IT Department to procure network switch in FY 2019; \$6,000 reduction.
- Fiscal Services Director will purchase new laptop in FY 2019; \$2,000 reduction.
- Recommendation to source new fire-rescue staff PPE with reserves in FY 2020.
- Increased the Volunteer Line of Duty Act request from \$18,218 to \$22,000 based on recent receipt of estimated volunteer coverage (245 to 314).
- On March 5th, staff received the FY 2020 funding request from the SPCA. The interim budget totaled a 3% increase. Their funding request of \$188,425 was down \$2,682 from last year.
- On March 4th, the BRRRA advisory and finance committees met to finalize the recommended tipping fee forecast for FY 2020. The proposed change from \$51 per ton to \$54.50 for Rockbridge County and Lexington City generated an increase of \$56,074, a budget total of \$873,145.
- Removed the contribution to the RAHC capital campaign as the Board considers funding options; down \$20,000.

- Reduced the \$15,000 for the Town of Glasgow events venue request as staff works on option to fund in FY 2019.
- Adjusted down the Transfer to School Fund-Debt by \$66,480; accounts for Lexington City School's portion of 2018 equipment lease-purchase of RCHS HVAC project.
- Updated the Transfer to School Fund-Ops interim estimate from \$78,490 down to \$71,806, based on information received from the Schools.
- Reduced the Transfer to Capital Purchases Fund as a result of Sheriff Office purchasing four vehicles in FY 2019 versus five as result of change in vehicle replacement schedule. Staff is recommending using \$40,000 budget savings to procure certain CIP items requested in FY 2020. As a result of these updates, the attached FY 2020 draft budget now reflects an expenditure over revenue gap of \$420,919. Unknowns at this point include receiving any revised funding requests from the Rockbridge Regional Jail, School Division, Department of Social Services, and Consolidated Dispatch. The following is information regarding the current FY 2020 budget cycle schedule.

Thursday, March 21st - Joint meeting with School Board at Effinger Central Office - 5:00 PM

Monday, March 25th - Scheduled Budget Meeting #4 at County Admin. Bldg. - 4:30 PM (work session) and/or 5:30 PM (regular meeting)

Monday, April 8th - Request advertisement of FY 2020 budget at regular Board meeting

Wednesday, April 10th - Advertisement (FY 2020 draft budget) posted in News-Gazette for Public Hearing on Monday, April 22nd @ 6:00 PM

Monday, April 22nd - Public Hearing on FY 2020 Budget @ 6:00 PM

Monday, April 29th - FY 2019 Budget Adoption Meeting @ 6 PM

Note: the Rockbridge County School Board held a Public Hearing on budget matters related to their FY 2020 budget on February 12th. The School Board is scheduled to provide their formal FY 2020 Categorical Estimate of Needs to the County later this month."

Mr. Bolster then noted that the total budget gap of \$420,919 represented approximately 1.65 cents on the real estate tax rate.

Supervisor Hinty asked about the County's contribution to the events venue in Glasgow that was removed from the draft budget.

Mr. Suter explained that, per the Board's direction, the \$15,000 would be allocated in the current budget.

Supervisor Hinty asked about the County's contribution to the Health Center.

Supervisor Higgins explained that the Health Center is requesting a \$20,000 contribution for the next five (5) years totaling \$100,000 toward building capital improvements. He stated that he had explained to the Finance Committee that he was not comfortable making a budget commitment for the next five (5) years when he would not be a Board member during that time as he would not be running for election. Supervisor Higgins stated that he recommended that the full \$100,000 contribution be given to the Health Center this year using reserves.

Supervisor Hinty shared his disagreement adding that the County has contributed to the Health Center operational costs for a very long time, and felt that the request for \$100,000 was for a building which the County does not even own. He added that the Health Center generates revenue as soon as a patient walks through its doors via Medicare, Medicaid, and

other insurance-covered patients, a revenue that the County does not see. He suggested that the \$100,000 go toward something the County owns like the proposed ballfields for the school system.

Supervisor Higgins disagreed stating that the Board likely contributed to Stonewall Jackson Hospital at one time or another for similar services and had not realized any revenue from its donation, just service to the citizens. He added that the Health Center has expanded its dental services.

Supervisor Hinty asked Mr. Bolster to retrieve the County's contribution to the Health Center over the past years.

Mr. Bolster agreed to provide the information.

Appointments:

Social Services Board- Michelle Watkins term expires 3/31/2019:

Supervisor Higgins moved to reappoint Michelle Watkins to the Social Services Board. Supervisor Hinty provided the second, and the motion carried by unanimous roll call vote by the Board members present.

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

Monthly Staff Reports:

Supervisor Hinty moved to accept the Staff Reports. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the Board members present.

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

Continued Meeting:

Supervisor Higgins Moved to continue the meeting until Thursday, March 21, 2019 at 5:00 p.m. for a Joint Budget Meeting with the School Board at the Effinger Central Office located at 2893 Collierstown Road, Lexington. Supervisor Hinty provided the second, and the motion carried by unanimous roll call vote by the Board members present.

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