

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY VIRGINIA, HELD IN THE COUNTY ADMINISTRATION BUILDING, 150 SOUTH MAIN STREET LEXINGTON, VIRGINIA, ON TUESDAY, NOVEMBER 12, 2013, AT 5:30 P.M.

PRESENT: CHAIRMAN R.R.CAMPBELL  
MEMBERS: J.M.HIGGINS, R.S.FORD, D.W.HINTY, JR., A.W.LEWIS, JR  
CLERK TO BOARD: SPENCER H. SUTER  
COUNTY ATTORNEY: VICKIE L. HUFFMAN  
FISCAL DIRECTOR: STEVEN BOLSTER  
STAFF: SAM CRICKENBERGER, JEREMY GARRETT, ROBERT FORESMAN,  
BRANDY WHITTEN

#### **Call to Order**

Chairman Campbell called the meeting to order at 5:30 p.m.

Supervisor Lewis delivered the invocation. He then led in the Pledge of Allegiance.

#### **Recognitions/Presentations**

Chairman Campbell called for recognitions and presentations. There were none.

#### **Citizen Comments**

Chairman Campbell called for citizen comments. There were none.

#### **Items to be added to the Agenda**

Chairman Campbell called for items to be added to the agenda. He added to the end of the agenda a Closed Meeting as permitted by Virginia Code §2.2-3711(A)(1), a personnel matter involving performance evaluation, job assignments or salaries of specific officers, appointees or employees.

## **Approval of October 28, 2013 and November 6, 2013 Minutes**

Supervisor Ford moved to approve the October 28, 2013 and November 6, 2013 minutes, seconded by Supervisor Higgins, and approved by unanimous roll call vote of the Board.

AYES: Ford, Higgins, Lewis, Hinty, Campbell  
NAYES: None  
ABSENT: None

## **Financial Report**

Director of Finance Steven Bolster reviewed his monthly memorandum. Activities for the Commissioner of the Revenue were: finished land-use applications; working on re-evaluations for next year; reviewing DMV report on new titles to enter into personal property tax rolls; completed recent valuation on new constructions to prepare supplemental real estate tax book; preparing the calendar year 2014 tax forms: tax-relief applications, business personal property, business licenses, and meals/lodging tax booklets.

The activities for the County Treasurer were as follows: mailed 2nd half of real estate taxes which are due by December 5, 2013; continuing work on delinquent notifications for personal property; and the facilitation of approximately 20 parcels scheduled for a delinquent tax sale on December 12th at the Circuit Court Room. Ms. Trovato was present to answer any questions, but there were none.

Mr. Bolster advised that revenues through October 2013 came in above the estimate by \$128,409 (1.3% higher than expected). He further commented

that expenditures were less than projected by \$35,934 (0.3% below forecast) for the month of October.

After review, Supervisor Lewis moved to approve the School Appropriation Resolution as presented. A second was provided by Supervisor Ford, and the motion carried by unanimous roll call vote of the Board.

AYES: Lewis, Ford, Higgins, Hinty, Campbell  
NAYES: None  
ABSENT: 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 TUESDAY, NOVEMBER 12, 2013 AT 5:30 P.M.

On motion by Supervisor Lewis, seconded by Supervisor Ford, 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, 2014** in **FUND 50, SCHOOL FUND** and expended as follows:

**IDEA Pt B 611 2012**

4-50-61100-3160-910-200-809 Purchased Services..... \$132.00

**IDEA Pt B 611 2013**

4-50-61100-1121-910-200-828 Teacher Salaries..... \$454,825.00  
4-50-61100-2100-910-200-828 FICA..... \$33,406.00  
4-50-61100-2210-910-200-828 VRS..... \$58,092.00  
4-50-61100-2300-910-200-828 Hospitalization..... \$28,279.00  
4-50-61100-2400-910-200-828 GLI..... \$5,929.00  
4-50-61100-2500-910-200-828 RHIC..... \$5,531.00  
4-50-61100-3160-910-200-828 Purchased Services..... \$44,715.00

**IDEA Pt B 619 2013**

4-50-61100-1121-910-200-829 Teacher Salaries..... \$14,000.00  
4-50-61100-6013-910-200-829 Material & Supplies..... \$270.00

**TOTAL FUND 50 APPROPRIATIONS**

**\$645,179.00**

**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, 2014** in **FUND 70, SCHOOL CONSTRUCTION FUND** and expended as follows:

4-70-66200-3160-950 Purchases Services.....	\$719,701.00
<b>TOTAL FUND 70 APPROPRIATIONS</b>	<b>\$719,701.00</b>

After review, Supervisor Higgins moved to approve the County Appropriation Resolution as presented. A second was provided by Supervisor Ford, and the motion carried by unanimous roll call vote by the Board.

AYES: Higgins, Ford, Lewis, Hinty, Campbell  
 NAYES: None  
 ABSENT: 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 TUESDAY, NOVEMBER 12, 2013, AT 5:30 P.M.

On motion by Supervisor Higgins, seconded by Supervisor Ford, the Board, by record vote, adopted the following appropriation resolutions and payment of bills for the month as follows:

APPROPRIATION RESOLUTION

**BE IT RESOLVED:** By the Board of Supervisors of Rockbridge County, Virginia, that the following appropriation/s are, and the same hereby is made, for the period ending **June 30, 2014**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

4-11-31030-7001 Homeland Security Grant.....	\$880.00
4-11-81090-3002 Transportation Grant.....	\$2,047.00
4-11-81090-3004 Wayfinding Signage Grant.....	\$5,107.00
4-11-99010-6192 Transfer to Lined Landfill.....	\$52,095.00

**Total General Fund Appropriations** **\$60,129.00**

APPROPRIATION RESOLUTION

BE IT RESOLVED: By the Board of Supervisors of Rockbridge County, Virginia, that the following appropriation/s are, and the same hereby is made, for the period ending **June 30, 2014**, from the UNAPPROPRIATED SURPLUS of the **SWA/LANDFILL FUND** and expended as follows:

4-19-19050-3002 Professional Services.....	\$26,186.00
4-19-19050-3006 Seeding/Mowing.....	\$1,141.00
4-19-19070-3001 Engineering Services.....	\$49,050.00
4-19-19070-3003 Well Development.....	\$3,045.00

**Total SWA/Landfill Fund Appropriations** **\$79,422.00**

**Total Appropriations** **\$139,551.00**

**Current County**

11 - General Fund	\$661,315.18
19 - SWA/Landfill	\$105,772.44
20 - SWA/Recycling	\$6,371.74
94 - Central Stores	<u>\$2,874.33</u>

**Total County Bills** **\$776,333.69**

**Current Fiscal Agent**

22 - RANA - BTOP Construction	\$50,790.02
80 - Regional Jail	\$142,727.55
93 - CSA Administration	<u>\$2,129.03</u>

**Total Fiscal Agent** **\$195,646.60**

**TOTAL ALL BILLS** **\$971,980.29**

**Convene Solid Waste Authority**

With there being no business to discuss, the Solid Waste Authority did not convene.

## **United Way Presentation on the Rockbridge Reads Program**

County Administrator Spencer Suter introduced the agenda item stating that earlier this fall, Robert Glidden and Kelly Fujiwara had met with himself and Chairman Campbell to discuss the "Rockbridge Reads" program. He introduced Ms. Fujiwara and Mr. Glidden.

Mr. Glidden indicated that United Way supports 18 agencies throughout the County and raises around \$250,000 each year. He stated that two thirds of children in the County do not have the opportunity to attend a preschool. He then gave the floor to Ms. Fujiwara, who further explained the program.

Ms. Fujiwara explained that all school divisions and the three local colleges support the "Rockbridge Reads" program. United Way has partnered with the Library to assist with the program. Mr. Ryan from the library will hold story time for children and expecting mothers on Friday and Saturday mornings from 11 a.m. until 1 p.m. While reading the stories, he will model interactions, lead in playing of games, and otherwise engage the audience. Reading materials as well as lunch will be provided to those who attend. Ms. Fujiwara then explained a second program called "Early Learning Bags" - book bags filled with learning materials that will be available to families who participate in the Reading Support Program.

Mr. Glidden indicated that these programs need help from a variety of groups within the community, to raise money in order to expand the programs, and to contribute ideas to keep the programs going and to involve new families.

Chairman Campbell stated that, as a previous School Board member, he understands how valuable these programs are and how necessary it is to have such programs within the County.

#### **VLDP Insurance Coverage Recommendation**

Finance Director Steven Bolster read aloud parts of his board report, which included the following information: "Background on the Virginia Retirement System (VRS) Hybrid Plan and the Virginia Local Disability Program (VLDP) was briefed to the Board on October 15, 2013. That same night, the Board approved staff recommendation to opt-out of the VLDP - an irrevocable choice. As of October 18, 2013, over 175 government entities have officially opted out of the VLDP. Tonight's agenda item involves the Board's consideration of the County's providing a comparable benefit plan through private insurance. Since the October 15th presentation, both the VRS Board of Trustees and VACoRP/The Standard lowered their rates; new rates are effective January 1, 2014. VRS rates were reduced to 0.60% for political subdivisions on October 17th, which rate is good for two years. Then VACoRP/The Standard moved its rates down to 0.59% for political subdivisions on October 22nd; this rate is guaranteed for three years. It appears that competition has achieved its intended result. There are currently two realistic alternatives available for localities which have opted out of the VLDP plan:

- 1) VML Insurance Programs - comparable plan through the Lincoln Financial Group

**Option 1:** Coverage for All Employees - minimum of two (2) full-time "lives" are required for a group plan

- Administration of the Short Term Disability Program: \$2.49 per employee, per month

- Fully insured Long Term Disability Coverage: \$0.49/\$100 of covered monthly payroll for local government entities

**Option 2:** New Hires and VRS Crossovers (from Plan 1 or 2) - minimum of 25 full-time employees enrolled by January 1, 2015 or the entity must move to Option 1

- Administration of the Short Term Disability Program: \$2.49 per employee, per month

- Fully insured Long Term Disability Coverage: \$0.75/\$100 of covered monthly payroll for local government entities

## 2) VACoRP/The Standard Insurance Company plan

There are significant advantages to enrolling in the program partnership with VACoRP/The Standard. The key benefit is maintaining flexibility and choice in the future. Additionally, the VACoRP/Standard plan offers enhanced benefits including:

- Survivor Benefit
- Additional 10% paid to claimants while participating in a Rehabilitation Program
- 100% Return-to-Work Incentive



- Reasonable Accommodation benefit, reimbursing the employer up to \$25,000 for changes made to help an employee return to work
- 1% Pension Contribution Benefit paid for claimants on Long Term Disabilities
- Lifetime Security Benefit available as an optional rider. This will provide lifetime benefit duration to catastrophically disabled claimants who lose the ability to perform two or more activities of daily living

It is estimated that the total of new employees enrolled in the VRS Hybrid Plan will be around five in the near term. As more and more employees are enrolled in the Hybrid Plan, costs to provide the comparable insurance will increase. However, in the long run the overall lower level of benefit contained in the Hybrid Plan is expected to result in lower retirement-cost rates for the County. As a projection for FY 2014-15, if there are five employees under the Hybrid Plan beginning on July 1, 2014 and using an example salary of \$37,000 for each, the total County cost is calculated at \$1,092 for the VACoRP/The Standard plan."

Supervisor Ford asked Mr. Bolster to correct a spelling error in the proposed resolution.

Supervisor Higgins moved to approve the amended resolution. A second was provided by Supervisor Hinty, and the motion carried by unanimous roll call vote by the Board.

AYES: Higgins, Hinty, Ford, Lewis, Campbell  
NAYES: None  
ABSENT: None

## **Consideration of Radio System Proposal Ranking Recommendation**

Mr. Suter explained that the Regional Emergency Communications Board has been working for many years toward a long term solution to the region's emergency communications needs. He stated that last year the regional Board, with assistance from the County's consultant, Federal Engineering, issued an RFP for a regional system including the County, the Cities of Lexington and Buena Vista, and Virginia Military Institute. He explained that proposals were received from three vendors: Tait, Motorola, and Harris. After review of the initial offerings, an addendum was published clarifying the request to a digital P-25 trunked system. The three (3) vendors then submitted their "best and final" offers. Mr. Suter further explained that the offers were reviewed by ECC staff and Federal Engineering based on criteria published in the RFP, which included the following:

- General qualifications of the vendor
- Experience and technical qualifications
- RFP compliance
- Coverage guarantee
- Cost of system and lifecycle costs
- Unit cost of subscriber equipment
- Capability, features and functionality of the system
- Warrantee, maintenance, and support

He stated that, using these criteria, ECC Director Craig Sheets, in consultation with Federal Engineering, has ranked the RFP's as follows:

(1) Harris; (2) Motorola; and (3) Tait. He further explained that the

Regional Communications Board met on October 24, 2013 and concurred with the rankings. On November 6, 2013, the rankings were presented at a joint meeting of the Rockbridge County Board of Supervisors, the City of Lexington, and the City of Buena Vista. On November 7, 2013, both the City of Lexington and the City of Buena Vista voted to approve the rankings as presented. He stated that this has been an objective process, with significant input from the consultant and professional staff who were hired to give the Regional Communications Board and local governments sound advice. He then recommended that the Board approve the ranking as presented.

Supervisor Higgins moved to approve the ranking as presented.

Supervisor Ford provided the second, and the motion carried by unanimous roll call vote.

AYES: Higgins, Ford, Lewis, Hinty, Campbell  
NAYES: None  
ABSENT: None

### **Consideration of Tourism Zones Designation**

Community Development Director Sam Crickenberger explained that, based on comments received from the Board since the last meeting, the Raphine portion of the proposed Tourism Zone had been modified to include Mr. William Watts' property at the corner of old B & O Road and Raphine Road. He further explained that there was one paragraph that had been adjusted on the Rockbridge County provisions. The paragraph previously read: "Business concerns that are not affiliated with the above opportunities will not qualify for the incentive offered in the Tourism

Zone Ordinance." In the revised proposal, that paragraph now reads:

"Business concerns that are not affiliated with the above opportunities may qualify for these incentives upon demonstration of their ability to be a tourism destination." He then informed the Board that County Attorney Vickie Huffman had drafted an ordinance that may be used during the upcoming public hearing.

Supervisor Lewis indicated that he had requested the changes and feels that the ordinance reads better that way. He stated that tourism is a major emphasis in economic development and that more business opportunities will arise following the adoption of tourism zones.

Supervisor Ford asked Ms. Huffman if businesses could redefine themselves in order to qualify. He asked if she was comfortable with the way the ordinance reads regarding those businesses.

Ms. Huffman indicated that there were two sections in the ordinance that address a new business versus an existing business. She then confirmed that she is comfortable with the ordinance as it reads.

Supervisor Hinty asked Mr. Crickenberger for the definition of an Artisan Trade Center, which is listed in the ordinance.

Ms. Huffman indicated that a number of ordinances from other localities list "Artisan Trade Center", and therefore she has included this in the County's ordinance. She confirmed that an Artisan Trade Center would host a craft person who is developing or demonstrating a trade.

Supervisor Hinty asked how a brewery could fit in a tourism zone.

Mr. Crickenberger indicated that adoption of the ordinance would not mean that the County could not issue a contract or performance agreement. He stated that the Devils Backbone Brewery is thought of as a

manufacturing company, but that it also brings in a lot of tourism.

Mr. Suter indicated that adoption of the ordinance would allow an automatic approval of a business that fits within the listed categories, while a separate a performance agreement is still an option.

The County Attorney indicated that the draft ordinance would allow the Director of Community Development to approve or disapprove as to whether businesses qualified under tourism zones. She noted that the ordinance could become effective January 1, 2014, pending a public hearing and adoption by the Board.

Supervisors Hinty and Higgins shared their concerns about the Board of Supervisors not having a say on what businesses would be approved or disapproved, as opposed to allowing these decisions to be made administratively.

Supervisor Lewis moved that a public hearing be scheduled for December 9, 2013 on the proposed ordinance. Supervisor Higgins provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Lewis, Higgins, Ford, Higgins, Campbell  
NAYES: None  
ABSENT: None

### **Staff Reports**

Supervisor Lewis moved to accept Staff Reports as presented. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Lewis, Ford, Higgins, Hinty, Campbell  
NAYES: None

ABSENT: None

### **Closed Meeting**

At 6:14 p.m., Supervisor Higgins moved to enter into a Closed Meeting as permitted by Virginia Code §2.2-3711(A)(1), a personnel matter involving performance evaluation, job assignments or salaries of specific officers, appointees or employees. A second was provided by Supervisor Hinty, and the motion carried by unanimous roll call vote by the Board.

AYES: Higgins, Hinty, Ford, Lewis, Campbell  
NAYES: None  
ABSENT: None

Supervisor Lewis moved to reconvene in open session, seconded by Supervisor Hinty, and the motion was approved by unanimous roll call vote by the Board.

AYES: Lewis, Hinty, Ford, Higgins, Campbell  
NAYES: None  
ABSENT: None

Supervisor Ford moved that the Board certify that, in the closed meeting just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. A second was provided by Supervisor Higgins, and the motion carried by unanimous roll call vote by the Board.

AYES: Ford, Higgins, Lewis, Hinty, Campbell  
NAYES: None  
ABSENT: None

## **Adjourn**

Supervisor Hinty moved to adjourn the meeting. A second was provided by Supervisor Lewis, and the motion carried by unanimous roll call vote by the Board.

AYES: Hinty, Lewis, Ford, Higgins, Campbell  
NAYES: None  
ABSENT: None