

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY
VIRGINIA, HELD IN THE COUNTY ADMINISTRATION BUILDING,
150 SOUTH MAIN STREET LEXINGTON, VIRGINIA,
ON MONDAY, MARCH 9, 2015, AT 5:30 P.M.

PRESENT: CHAIRMAN J.M.HIGGINS
MEMBERS: R.R.CAMPBELL, R.S.FORD, A.W.LEWIS, JR., D.W.HINTY, JR.
CLERK TO BOARD: SPENCER H. SUTER
COUNTY ATTORNEY: VICKIE L. HUFFMAN
STAFF: BRANDON MITCHELL, ROBERT FORESMAN, CHRIS SLAYDON,
CJ GOAD, BRANDY WHITTEN

Call to Order

Chairman Higgins called the meeting to order.

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

Recognitions and Presentations

Maintenance Garage Supervisor Steve Kingery introduced Mr. C.J. Goad, who was recently hired as a mechanic at the Maintenance Garage.

The Board of Supervisors welcomed Mr. Goad. He noted that he was happy to have the opportunity for a career with the County.

Citizen Comments

Chairman Higgins called for citizen comments. There were none.

Items to be added to the Agenda

Chairman Higgins called for items to be added to the Agenda. There were none.

Minutes for February 19, 2015 and February 23, 2015

Supervisor Ford moved to approve the Minutes for February 19, 2015 and February 23, 2015 as presented. Supervisor Lewis provided the second, and the motion carried by unanimous roll call vote by the Board.

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

Financial Report

In the Finance Director's absence, County Administrator Spencer Suter presented the Financial Report and the County's Appropriation Resolution. He recommended approval.

Supervisor Lewis moved to approve the County's Appropriation resolution as presented. Supervisor Campbell provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Lewis, Campbell, Ford, Hinty, Higgins
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 MONDAY, MARCH 9, 2015 AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, 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 appropriations are, and the same hereby is made, for the period ending **June 30, 2015**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

4-11-31040-7002 Capital Outlay - Firing Range.....	\$2,850.00
4-11-32050-5700 Four 4 Life Funds - Rescue Squads.....	\$1,897.00
4-11-34015-3002 Contracted Services.....	\$2,629.00
4-11-81010-3202 Payment for Planning Services.....	\$350.00
4-11-81090-3004 Wayfinding Signage Grant.....	\$1,764.00
4-11-81090-5623 Contrb-Horse Center Debt.....	\$66,747.00
4-11-81090-5696 RANA Line of Credit.....	\$12,246.00
4-11-99010-6192 Transfer to Lined Landfill.....	\$128,305.00
Total General Fund Appropriations	\$216,788.00

Current County

11 - General Fund	\$648,077.37
94 - Central Stores	<u>\$3,288.86</u>

Total County Bills **\$651,366.23**

Current Fiscal Agent

80 - Regional Jail	\$52,266.96
92 - Drug Fund	<u>\$4,869.01</u>

Total Fiscal Agent **\$57,135.97**

TOTAL ALL BILLS **\$708,502.20**

Convene Solid Waste Authority

Chairman Higgins convened the Solid Waste Authority at 5:38 P.M.

Solid Waste Authority (SWA) Bills

Again, in the Finance Directors absence, Mr. Suter presented the Solid Waste Authority's bills and recommended approval.

Supervisor Ford moved to approve the Solid Waste Authority's Appropriation Resolution as presented. Supervisor Campbell provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Ford, Campbell, Lewis, Hinty, Higgins

NAYES: None
ABSENT: None

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY SOLID WASTE AUTHORITY, HELD AT THE COUNTY ADMINISTRATIVE BUILDING, 150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA, ON MONDAY, MARCH 9, 2015 AT 5:30 P. M.

On motion of Supervisor _____, with second by Supervisor _____, the Authority, by record vote, adopted the following appropriation resolution and payment of bills for the month as follows:

APPROPRIATION RESOLUTION

BE IT RESOLVED: By the Rockbridge County Solid Waste Authority, that the following appropriations are, and the same hereby is made, for the period ending **June 30, 2015**, from the UNAPPROPRIATED SURPLUS of the **SWA-LANDFILL FUND** and expended as follows:

4-19-19070-3001 Engineering Services.....	\$58,431.00
4-19-19070-3901 Permit Fees.....	\$18,680.00
4-19-19070-7010 Construction-Office Bldg.....	\$51,194.00
Total SWA-Landfill Fund Appropriations	\$128,305.00

Current SWA

19 - SWA-Landfill	\$142,817.09
20 - SWA-Recycling	<u>\$4,614.80</u>

TOTAL SWA BILLS **\$147,431.89**

Chairman Higgins reconvened the Board of Supervisors regular meeting at 5:39 P.M.

Event Application- Rockbridge Area Health Center's Bull and Oyster Festival

In the Community Development Director's absence, Mr. Suter presented the Event Application for the Rockbridge Area Health Center's Bull and Oyster Festival at Devil's Backbone Brewing Company on Saturday, April 4, 2015 at 5:00 P.M. He recommended approval.

Supervisor Lewis moved to approve the Event Application as presented. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote.

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

Consideration of 911 Center/EOC Space Needs Analysis

Mr. Suter briefly reviewed the Agenda Item: "At its regular meeting on August 25th, 2014, the Board approved issuance of a Request for Proposals for a Regional Communications Center / EOC Space Needs Analysis. A request for proposals was subsequently developed and advertised, with a December 12, 2:00 PM deadline for receipt. Seven proposals were received by the posted deadline and ranked by an evaluation team consisting of:

- Chris Blalock - Sheriff
- Spencer Suter - County Administrator
- Scott Bedell - Regional Emergency Communications Center Director

- Brandon Mitchell - Director of Fire and EMS

The team ranked the proposals, with Moseley Architects in the top position. At its regular January 12 meeting, the Board approved the ranking and authorized staff to enter into competitive negotiations. The resultant contract with Moseley Architects is attached for your consideration."

Mr. Suter noted that the County Attorney had minor questions related to the contract and would need time to address those concerns with Moseley.

Supervisor Lewis moved to approve the resolution authorizing the County Administrator to execute contract documents pending clearance by the County Attorney. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote.

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

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY SOLID WASTE AUTHORITY, HELD AT THE
ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY, MARCH 9, 2015

RESOLUTION TO APPROVE PROFESSIONAL SERVICES AGREEMENT MOSELEY
ARCHITECTS P.C. FOR COMMUNICATIONS CENTER / EMERGENCY OPERATIONS
CENTER SPACE NEEDS ANALYSIS AND RELATED SERVICES

WHEREAS, on November 12, 2014, Rockbridge County issued a Request for Proposals (RFP) from qualified architectural/engineering firms to provide a space needs analysis for a communications and emergency operations center (Center) and to develop a building plan for the potential construction of a Center; and,

WHEREAS, the RFP included provisions for the modification and extension of the resulting contract, for further professional services related to the Center, including schematic design, final design, construction support services, and/or other related services deemed necessary to assist with procurement and construction of the Center; and,

WHEREAS, completion of the space needs analysis is critical to a determination whether to proceed to a subsequent phase, and to negotiation of a fair and reasonable price for succeeding phases in accordance with Va. Code §2.2-4302.2(E); and,

WHEREAS, an evaluation team reviewed and ranked the proposals, with a recommendation to the Board of Supervisor to authorize negotiation of a professional services agreement with Moseley Architects P.C. as the top ranked proposer; and,

WHEREAS, on January 12, 2015, the Board approved the ranking and authorized staff to enter into competitive negotiations; and,

WHEREAS, the contract, in the form of AIA Document B101 – 2007, Standard Form Agreement Between Owner and Architect, with Moseley Architects P.C. has been presented to the Board for approval.

NOW THEREFORE, BE IT RESOLVED as follows:

1. That the professional services agreement dated January 22, 2015, designated as the Standard Form Agreement Between Owner and Architect, to begin upon execution, by and between the County of Rockbridge, Virginia, and Moseley Architects P.C., to perform a space needs analysis for an Emergency Communications and Operations Center at a cost not to exceed \$41,246.00, and to perform Utility Designation Services at a cost not to exceed \$5,000.00, with provisions for additional services including Schematic Design Phase Services, Design Development Phase Services, Construction Documents Phase Services, Bidding Phase Services, and Construction Phase Services upon approval by the Board of Supervisors, with costs to be determined by mutual agreement, is hereby authorized and approved.

2. That the County Administrator is hereby authorized to execute the Standard Form Agreement Between Owner and Architect Agreement, and such other documents 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 and subject to the conditions approved by the County Attorney.

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

Adopted this 9th day of March, 2015.

Update on Contracted Ambulance Services

Director of Fire and EMS Brandon Mitchell briefly reviewed the Agenda Item: "Rockbridge County received its first career staffing on February 01, 2015, at the Glasgow Rescue Squad and February 02, 2015, at Fairfield Rescue Squad. The units were staffed in a modified format for the month of February to allow additional time for hiring personnel to staff both stations as defined in the contract. The Glasgow unit was staffed on Saturdays and Sundays from 0600-1800 hours and the Fairfield unit was staffed Monday through Friday from 0600-1800 hours. Staffing according to the contract began on March 01, 2015 with both Glasgow and Fairfield units being staffed." Mr. Mitchell stated that he is pleased with the feedback he has received so far from volunteers, career staff and citizens. He further noted that call response rates have improved dramatically at both stations, both during the staffed hours and during volunteer coverage times. He commended the volunteers at each station for their increased response rates. He closed by thanking the Board for its support and for choosing this option on behalf of county residents.

The Supervisors discussed the benefit of having full time staff at these two locations. They then commended Mr. Mitchell for his update and his involvement.

Supervisor Lewis asked if there had been any research conducted related to Response 50.

Mr. Mitchell responded that there would be a meeting the following day, March 10th, at which time this program would be discussed. Mr. Mitchell also stated that he fully supports the Response 50 vehicle and

the theory of what it is to be used for. However, he agreed that it is only effective when staffed. Mr. Suter then noted that, other than insurance and vehicle depreciation, generally no costs are incurred when the vehicle is not in use.

No action was requested.

Update on Ambulance Transport Billing

Mr. Mitchell briefly reviewed the Agenda Item: "The monthly report for Fire and EMS has been updated to include several reports regarding EMS billing. These reports allow for Fire and EMS personnel to monitor the status of the EMS recovery funds on a daily basis. This item is being presented as an update for the Board of Supervisors and to explain the content of each report as we move forward with the new monthly report profile. EMS-MC, the billing contractor for EMS, along with staff have worked very diligently to recover the backlog of Medicare and Medicaid payments. Personnel requested weekly updates and this seemed to assist in keeping this item out in front of all parties. Our efforts have been successful and to date we have collected \$112,000."

Mr. Mitchell commended the Emergency Management Coordinator for his assistance, stating that Mr. Foresman was extremely knowledgeable about Medicaid billing and how it works, which has helped him out tremendously. Mr. Mitchell then stated that some of the reason the County was not receiving funds from Medicaid was due to improper documentation. He noted that, through spot training, an average monthly list of 25 errors has been

decreased to 5. Mr. Mitchell then reviewed the ambulance transport revenue data reports in detail for the Board.

No action was requested.

Consideration of Public Hearing Notice for Disposition of Highland Belle School

County Attorney Vickie Huffman briefly reviewed the Agenda Item: "As part of the County's economic development efforts, the County-owned 8-acre property known as Highland Belle School was made available for evaluation by an economic development prospect. Thereafter, the Board of Supervisors, the County EDA, and BARC Electric Cooperative entered into a Performance Agreement dated July 24, 2014, in which the County agreed to convey the property to the EDA, subject to compliance with the public hearing requirements of Va. Code §15.2-1800. A copy of the Performance Agreement is attached. The Agreement provided that BARC would have a period of time to conduct studies and assessments of the property and building to determine whether it would take the property in "as is" condition. In December of 2014, the parties agreed to an extension of the feasibility study period, through March 31, 2015. BARC has determined to proceed with acquisition of the property. BARC has applied for a special exception permit to develop an office complex, equipment yard and solar field for power generation in the Agricultural and General Uses District (A-2). The public hearing is scheduled before the Planning Commission on March 11, 2015, and with the Board of Supervisors on March 23, 2015. This request is to also schedule the public hearing to consider authorizing the

conveyance of the property to the EDA for March 23, 2015. If approved, the EDA would then convey the property to BARC pursuant to the terms of the Performance Agreement. A draft Ordinance is attached for the Board's review. The Performance Agreement provided for the County's reservation of a one-half acre parcel in the southwest corner of the property. Upon further review, staff is recommending that the County not exercise its right to retain the half acre parcel from the conveyance."

Supervisor Campbell stated that the Solid Waste Committee had once decided that the one-half acre would be used for a collection center but after further review of the property decided that the proposed entrance would not be suitable nor would the location.

Supervisor Lewis asked if the Board of Supervisor should schedule this public hearing since it has not been taken to the Planning Commission yet.

Ms. Huffman stated that this would be going to the Planning Commission in two (2) days on March 11, 2015 and should something be denied or changed the public hearing could be rescheduled.

Supervisor Ford asked that, since the potential of using the one-half acre for a collection center was now out of the question, he asked if something could be added to the Agreement with BARC to extend electric service to whatever site would be used for a collection center, since BARC would be gaining that additional one-half acre, while the next potential solid waste collection site might not have electric service.

Mr. Suter indicated that there could be a possibility that BARC would allow for an easement to extend for electric service to a nearby site.

Supervisor Ford asked that the County Administrator try to reserve this option.

Supervisor Campbell moved to relinquish the one-half acre parcel in the southwest corner of the property to BARC. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote by the Board.

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

Supervisor Ford moved to schedule a Public Hearing on March 23, 2015, on the draft Ordinance authorizing and approving to donate and convey the 8-acre Highland Belle property to EDA for conveyance to BARC for economic development purposes. Supervisor Campbell provided the second, and the motion carried by unanimous roll call vote by the Board.

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

Appointments

RARO Board of Directors- Lorne Bates resigned- term Expires 6/30/2017

Chairman Higgins recommended the appointment of Scott Rogers to replace Lorne Bates who resigned.

Supervisor Hinty moved to appoint Mr. Rogers to the RARO Board to fill the unexpired term of Lorne Bates who resigned since he would no

longer be living in the Buffalo District. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote by the Board.

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

**Board of Zoning Appeals- Roy Powell, Jr. resigned- Term Expires
9/30/2017**

Supervisor Hinty moved to appoint David Whitmore to the BZA to fill the unexpired term of Roy Powell, Jr. who resigned in order to join the EDA. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote by the Board.

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

Staff Reports

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

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

Continued Meeting

At 6:20 P.M., Chairman Higgins continued this meeting until Thursday, March 12, 2015 at 4:30 P.M. for a joint meeting of the Board of Supervisors' Finance Committee and the School Boards Finance Committee for the purpose of a budget discussion to be held at the Rockbridge County School Board Office at 2893 Collierstown Road, Lexington, Virginia.