

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, NOVEMBER 9, 2015, AT 5:30 P.M.

PRESENT: CHAIRMAN J.M.HIGGINS  
MEMBERS: R.R.CAMPBELL, R.S.FORD, D.W.HINTY, JR., A.W.LEWIS, JR.  
CLERK TO BOARD: SPENCER H. SUTER  
COUNTY ATTORNEY: VICKIE L. HUFFMAN  
STAFF: BRANDON MITCHELL, STEVEN BOLSTER, HEIDI CONNER,  
BRANDY WHITTEN

### Call to Order

Chairman Higgins called the meeting to order at 5:30 P.M.

Supervisor Campbell asked for a moment of silence to honor Veterans as Wednesday, November 11<sup>th</sup> would be Veterans Day. He then delivered the invocation and led in the Pledge of Allegiance.

### Recognitions and Presentations

Chairman Higgins called for recognitions and presentations.

Proclamations recognizing Sears Roosevelt Staton and Emerson Otto Huffman, Jr.

Supervisor Lewis read aloud the following proclamation:

**PROCLAMATION TO HONOR THE SERVICE AND DEDICATION OF EMERSON OTTO HUFFMAN Jr. –  
VOLUNTEER FIREFIGHTER WITH THE SOUTH RIVER VOLUNTEER  
FIRE DEPARTMENT.**

**WHEREAS**, Emerson Otto Huffman Jr. was born on September 08, 1922 and was a resident of Rockbridge County; and,

**WHEREAS**, Mr. Huffman was a member St. Patrick's Catholic Church for many years; and,

**WHEREAS**, Mr. Huffman was a founding member of the South River Volunteer Fire Department and Fairfield Rescue Squad and served the community in this and various other roles; and,

**WHEREAS**, Mr. Huffman devoted 67 years of his life in service to the citizens of Rockbridge County; and,

**WHEREAS**, Mr. Huffman. Served as Fire Chief of the South River Volunteer Fire Department from 1956 to 1963; and,

**WHEREAS**, Mr. Huffman served the South River Volunteer Fire Department in many different administrative and operational positions; and,

**WHEREAS**, Mr. Huffman responded and operated fire and rescue apparatus on many incidents throughout Rockbridge County, and served on many notable responses; and,

**WHEREAS**, Mr. Huffman was an advocate for fire and rescue training, and helped pioneer the department's strong theology on solid and ongoing training; and,

**WHEREAS**, Mr. Huffman leaves a legacy of public service through his family; and,

**WHEREAS**, Mr. Huffman was a stellar example of a true service minded volunteer firefighter – always active and assisting in department fundraising or any opportunity for community outreach; and,

**WHEREAS**, Mr. Huffman was a good standing Rockbridge County citizen, who gave so much of himself to the community in service and compassion.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Board of Supervisors of Rockbridge County, Virginia, that Emerson Otto Huffman Jr. be, and is hereby, recognized and honored by the Board of Supervisors of Rockbridge County, Virginia for his monumental citizenship to our County and commendable membership to the South River Fire Department and Fairfield Rescue Squad.

**AND BE IT FURTHER KNOWN** that the Board of Supervisors expresses sincere appreciation to Emerson Otto Huffman JR's family for their roles in many services in our communities.

Adopted this 9<sup>th</sup> day of November, 2015.

Supervisor Lewis moved to adopt the proclamation. 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                                  |

Supervisor Lewis read aloud the following proclamation:

**PROCLAMATION TO HONOR THE SERVICE AND DEDICATION OF SEARS ROOSEVELT STATON –  
VOLUNTEER FIREFIGHTER WITH THE SOUTH RIVER VOLUNTEER  
FIRE DEPARTMENT.**

**WHEREAS**, Sears Roosevelt Staton was born on March 21, 1933 and was a lifelong resident of Rockbridge County; and,

**WHEREAS**, Mr. Staton was a member and Sunday school teacher at Fairfield Methodist Church for many years; and,

**WHEREAS**, Mr. Staton was a member of the South River Volunteer Fire Department and served the community in this and various other roles; and,

**WHEREAS**, Mr. Staton devoted 57 years of his life in service to the citizens of Rockbridge County; and,

**WHEREAS**, Mr. Staton Served as Fire Chief of the South River Volunteer Fire Department from 1963 to 1966; and,

**WHEREAS**, Mr. Staton served the South River Volunteer Fire Department in many different administrative and operational positions; and,

**WHEREAS**, Mr. Staton responded and operated fire and rescue apparatus on many incidents throughout Rockbridge County, and served on many notable responses; and,

**WHEREAS**, Mr. Staton was an advocate for fire and rescue training, and helped pioneer the department's strong theology on solid and ongoing training; and,

**WHEREAS**, Mr. Stanton leaves a legacy of public service through his family; and,

**WHEREAS**, Mr. Staton was a stellar example of a true service minded volunteer firefighter – always active and assisting in department fundraising or any opportunity for community outreach; and,

**WHEREAS**, Mr. Staton was a good standing Rockbridge County citizen, who gave so much of himself to the community in service and compassion.

**NOW, THEREFORE, BE IT PROCLAIMED**, by the Board of Supervisors of Rockbridge County, Virginia, that Sears Roosevelt Staton be, and is hereby, recognized and honored by the Board of Supervisors of Rockbridge County, Virginia for his monumental citizenship to our County and commendable membership to the South River Volunteer Fire Department.

**AND BE IT FURTHER KNOWN** that the Board of Supervisors expresses sincere appreciation to Sear Roosevelt Staton's family for their roles in many services in our communities.

Adopted this 9<sup>th</sup> day of November, 2015.

Supervisor Lewis moved to adopt the proclamation. 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

The Board of Supervisors then presented the proclamations to the families of Mr. Huffman and Mr. Staton. Photos of the families accepting the proclamations were then taken.

**Citizens' 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.

Chairman Higgins added a Closed at the end of the meeting.

**Approval of October 26, 2015 Minutes**

Supervisor Ford moved to approve October 26, 2015 Minutes. 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

**County Financial Package/ Approval of Appropriation Resolution**

Director of Finance Steven Bolster reviewed his Monthly Memorandum. Activities for the Commissioner of Revenue included: working land use revalidations as well as applications for 2016; working DMV report on new titles to enter into personal property tax rolls; completed

Public Service and Mineral Books and presented to treasurer for billing; and, preparing the CY 2016 tax forms: tax-relief applications, business personal property, business licenses, and meals/lodging tax forms.

Activities for the Treasurer were: mailed 2nd half of real estate taxes; due by Dec 7, 2015 (the 5<sup>th</sup> is Saturday); continuing work on delinquent notifications for personal property; Delinquent Tax Sale Auction on November 19th in the Circuit Court Room; DMV stops are proving to be an advantage in Delinquent Personal Property collections; 2016 Dog Tags started sale on November 2nd and are due on all County dogs before January 31, 2016; and, State Auditor to be on site Nov 12th through Nov 13th.

Mr. Bolster then provided a financial update reviewing each of the three (3) line items listed on the County Appropriation Resolution shown below.

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, NOVEMBER 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, 2016**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

|                                                 |             |
|-------------------------------------------------|-------------|
| 4-11-11010-3001 Professional Services.....      | \$5,991.00  |
| 4-11-34015-3002 Contracted Services.....        | \$33.00     |
| 4-11-99010-6192 Transfer to Lined Landfill..... | \$20,686.00 |

|                                          |                    |
|------------------------------------------|--------------------|
| <b>Total General Fund Appropriations</b> | <b>\$26,710.00</b> |
|------------------------------------------|--------------------|

**Current County**

|                     |                   |
|---------------------|-------------------|
| 11 - General Fund   | \$440,513.10      |
| 94 - Central Stores | <u>\$3,503.89</u> |

|                           |                     |
|---------------------------|---------------------|
| <b>Total County Bills</b> | <b>\$444,016.99</b> |
|---------------------------|---------------------|

**Current Fiscal Agent**

|                    |                   |
|--------------------|-------------------|
| 80 - Regional Jail | \$66,887.47       |
| 92 - Drug Fund     | <u>\$1,994.61</u> |

|                           |                    |
|---------------------------|--------------------|
| <b>Total Fiscal Agent</b> | <b>\$68,882.08</b> |
|---------------------------|--------------------|

|                        |                     |
|------------------------|---------------------|
| <b>TOTAL ALL BILLS</b> | <b>\$512,899.07</b> |
|------------------------|---------------------|

Supervisor Hinty moved to approve the County Appropriation Resolution. Supervisor Lewis provided the second, and the motion carried by unanimous roll call vote by the Board.

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

**Convene Solid Waste Authority**

Chairman Higgins convened the Solid Waste Authority at 5:42 P.M.

**Solid Waste Authority Financial Package/ Approval of Appropriation**

**Resolution**

Mr. Bolster provided reviewed each of the three (3) line items listed on the Solid Waste Authority Appropriation Resolution shown below.

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY SOLID WASTE AUTHORITY, HELD  
AT THE COUNTY ADMINISTRATIVE BUILDING,  
150 SOUTH MAIN STREET, LEXINGTON, VIRIGNIA,  
ON MONDAY, NOVEMBER 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, 2016**, from the UNAPPROPROATED SURPLUS of the **SWA-LANDFILL FUND** and expended as follows:

|                                               |                    |
|-----------------------------------------------|--------------------|
| 4-19-19050-5401 Materials & Supplies.....     | \$132.00           |
| 4-19-19070-3001 Engineering Services.....     | \$14,461.00        |
| 4-19-19070-7010 Construction-Office Bldg..... | \$6,225.00         |
| <b>Total SWA-Landfill Fund Appropriations</b> | <b>\$20,818.00</b> |
| <b>Current SWA</b>                            |                    |
| 19 - SWA-Landfill                             | \$48,103.82        |
| 20 - SWA-Recycling                            | <u>\$4,000.82</u>  |
| <b>TOTAL SWA BILLS</b>                        | <b>\$52,104.64</b> |

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

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

Chairman Higgins closed the Solid Waste Authority and returned to the Board of Supervisors regular meeting at 5:42 P.M.

**Consideration of Fire Apparatus Pump Service and Aerial Apparatus Testing and Certification Bids**

Director of Fire and EMS Brandon Mitchell briefly reviewed the Agenda Item: "During FY 2016 budget deliberations, the Board of Supervisors approved a request to fund expenditures to assist volunteer agencies in becoming National Fire Protection Association (NFPA) compliant on their equipment testing. A new contracted-services line was created in the amount of \$54,000 to cover inspections of all fire apparatus pumps, aerial ladders, ground ladders, self-contained breathing apparatus, and fire hose. Based on the unique nature of each type of equipment testing, procurement efforts involved three Invitations for Bids (IFBs). This agenda item involves Fire Apparatus Pump Service and Aerial Apparatus Testing and Certification for all applicable volunteer equipment in the County. On September 14, 2015, an invitation for bid (IFB) was advertised for Fire Apparatus Pump Service and Aerial Apparatus Testing and Certification (IFB #2015-09-001). The IFB was advertised on the Rockbridge County website and Virginia eProcurement Portal (eVA). Two vendors submitted bids to the County. These bids were opened and read on October



29, 2015, beginning at 2:00 p.m. in the Rockbridge County Administration Building, 2<sup>nd</sup> floor. The vendor submitting the lower responsive and responsible bid was deemed to be Atlantic Emergency Solutions, at a cost of \$4,695. The cost is under budget estimates for this service by \$7,000.”

Mr. Mitchell recommended that the Board receive the staff report, review supporting documentation, discuss as necessary, and adopt the attached resolution authorizing the Director of Fire and EMS to enter into an agreement with the lowest responsible and responsive bidder. The result will be service delivery that is satisfactory and advantageous to Rockbridge County at a price considered fair and reasonable.

Supervisor Lewis asked where the home office is for Atlantic Emergency Solutions. Mr. Mitchell replied that it is in Vinton, Virginia.

Supervisor Hinty moved to approve the resolution shown below. Supervisor Lewis provided the second, and the motion carried by unanimous roll call vote by the Board.

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

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF  
ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON  
MONDAY, NOVEMBER 09, 2015

**RESOLUTION AUTHORIZING AWARD OF BID TO AND EXECUTION OF  
THE CONTRACT DOCUMENTS WITH ATLANTIC EMERGENCY  
SOLUTIONS FOR FY 2015-2016 FIRE APPARATUS PUMP SERVICE AND  
AERIAL APPARATUS TESTING AND CERTIFICATION**

WHEREAS, the County has issued an Invitation to Bid for Fire Apparatus Pump Service and Aerial Apparatus Testing and Certification; and,

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

WHEREAS, all bids shown upon the Bid Tabulation dated October 29, 2015, have been determined by staff to be responsive to the County's Invitation to Bid # 2015-09-001; and,

WHEREAS, the lowest responsive and responsible bidder for the services is Atlantic Emergency Solutions; and,

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

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

1. That Atlantic Emergency Solutions, be, and hereby is, awarded the contract at a price of \$4,695 to provide FY 2015-2016 Fire Apparatus Pump Service and Aerial Apparatus Testing and Certification.

2. That upon receipt of the completed Contract Documents from the lowest responsive and responsible bidder specified herein, and compliance with all remaining requirements therefor, the Director of Fire and EMS is hereby authorized to execute the contract 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, in the event Contract Documents, including compliance with all requirements and insurance certifications therefor, are not completed by and with Atlantic Emergency Solutions, the Director of Fire and EMS is hereby authorized, to initiate another Invitation for Bid considering there were no additional responsive and responsible bids received, all of which shall be subject to approval as to form by the County Attorney.

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

Adopted this \_\_\_\_\_ day of November, 2015.

**Consideration of Self-Contained Breathing Apparatus Testing Bids**

Mr. Mitchell briefly reviewed the Agenda Item: "During FY 2016 budget deliberations, the Board of Supervisors approved a request to fund expenditures to assist volunteer agencies in becoming National Fire Protection Association (NFPA) compliant on their equipment testing. A new contracted services line was created to account totaling \$54,000 to cover inspections of all fire apparatus pumps, aerial ladders, ground ladders, self-contained breathing apparatus, and fire hose. Based on the unique nature of each type of equipment testing, procurement efforts involved three Invitations for Bids (IFBs). This agenda item involves testing of Self-Contained Breathing Apparatus (SCBA) for all applicable volunteer equipment in the County. On September 18, 2015, an invitation for bid (IFB) was advertised for Annual Self Contained Breathing Apparatus (SCBA) Testing (IFB #2015-09-002). The IFB was advertised on the Rockbridge County website and Virginia eProcurement Portal (eVA). Three vendors submitted bids to the County. These bids were opened and read on October 29, 2015, beginning at 1:00 pm in the Rockbridge County Administration Building, 2<sup>nd</sup> floor. The vendor submitting the lowest responsive and responsible bid was deemed to be Fire and Safety Equipment Co., Inc, at a cost of \$ 10,625.00. The cost is under budget estimates for this service by \$7,200."

Mr. Mitchell recommended that the Board receive the staff report, review supporting documentation, discuss as necessary, and adopt the attached resolution authorizing the Director of Fire and EMS to enter into an agreement with the lowest responsible and responsive bidder. The result

will be service delivery that is satisfactory and advantageous to Rockbridge County at a price considered fair and reasonable.

Supervisor Lewis asked where the home office is for Fire and Safety Equipment Company, Inc. Mr. Mitchell replied that it is in Lynchburg, Virginia.

Supervisor Ford moved to approve the resolution shown below. Supervisor Hinty provided the second, and the motion carried by unanimous roll call vote by the Board.

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

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF  
ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON  
MONDAY, NOVEMBER 09, 2015

**RESOLUTION AUTHORIZING AWARD OF BID TO AND EXECUTION OF  
THE CONTRACT DOCUMENTS WITH FIRE AND SAFETY EQUIPMENT  
COMPANY, INC FOR FY 2015-2016 ANUAL SELF-CONTIANED  
BREATHING APPARATUS (SCBA) TESTING**

WHEREAS, the County has issued an Invitation to Bid for Self-Contained Breathing Apparatus (SCBA) Testing;  
and,

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

WHEREAS, all bids shown upon the Bid Tabulation dated October 29, 2015, have been determined by staff to be responsive to the County's Invitation to Bid # 2015-09-002; and,

WHEREAS, the lowest responsive and responsible bidder for the services is Fire and Safety Equipment Company, INC; and,

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

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

1. That Fire and Safety Equipment Company, INC, be, and hereby is, awarded the contract at a price of \$10,625 to provide FY 2015-2016 Annual Self-Contained Breathing Apparatus (SCBA) Testing.

2. That upon receipt of the completed Contract Documents from the lowest responsive and responsible bidder specified herein, and compliance with all remaining requirements therefor, the Director of Fire and EMS is hereby authorized to execute the contract 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, in the event Contract Documents, including compliance with all requirements and insurance certifications therefor, are not completed by and with Fire and Safety Equipment Company, INC, the Director of Fire and EMS is hereby authorized, upon a determination that the next lowest bidder as shown on the Bid Tabulation dated October 29, 2015 is a responsible bidder, to award the bid to and execute a contract with Safeware INC, all of which shall be subject to approval as to form by the County Attorney.

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

Adopted this \_\_\_\_ day of November, 2015.

**Consideration of Fire Hose and Ground Ladder Testing and Verification Bids**

Mr. Mitchell briefly reviewed the Agenda Item: "During FY 2016 budget deliberations, the Board of Supervisors approved a request to fund expenditures to assist volunteer agencies in becoming National Fire Protection Association (NFPA) compliant on their annual equipment testing. A new contracted services line was created to account totaling \$54,000 to cover inspections of all fire apparatus pumps, aerial ladders, ground ladders, self-contained breathing apparatus, and fire hose. Based on the

unique nature of each type of equipment testing, procurement efforts involved three Invitations for Bids (IFBs). This agenda item involves testing of Fire Hose and Ground Ladders for all applicable volunteer equipment in the County. On September 18, 2015 an invitation for bid (IFB) was advertised for Fire Hose and Ground Ladder Testing and Certification (IFB #2015-09-003). The IFB was advertised on the Rockbridge County website and Virginia eProcurement Portal (eVA). Two vendors submitted bids to the County. These bids were opened and read on October 29, 2015 beginning at 3:00 pm in the Rockbridge County Administration Building, 2<sup>nd</sup> floor. The vendor submitting the lowest responsive and responsible bid was deemed to be Fire Hose Care, INC, at a cost of \$17,135.00. The cost is under budget estimates for this service by \$7,300.00."

Mr. Mitchell recommended that the Board receive the staff report, review supporting documentation, discuss as necessary, and adopt the attached resolution authorizing the Director of Fire and EMS to enter into an agreement with the lowest responsible and responsive bidder. This will result in service delivery that is satisfactory and advantageous to Rockbridge County at a price considered fair and reasonable.

Supervisor Lewis asked where the home office is for Fire Hose Care, Inc. Mr. Mitchell replied that it is in Las Vegas, Nevada.

Supervisor Hinty moved to approve the resolution shown below. Supervisor Lewis provided the second, and the motion carried by unanimous roll call vote by the Board.

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

ABSENT: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF  
ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON  
MONDAY, NOVEMBER 09, 2015

**RESOLUTION AUTHORIZING AWARD OF BID TO AND EXECUTION OF  
THE CONTRACT DOCUMENTS WITH FIRE HOSE CARE, INC FOR FY  
2015-2016 FIRE HOSE AND GROUND LADDER TESTING AND  
CERTIFICATION**

WHEREAS, the County has issued an Invitation to Bid for Fire Hose and Ground Ladder Testing and Certification; and,

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

WHEREAS, all bids shown upon the Bid Tabulation dated October 29, 2015, have been determined by staff to be responsive to the County's Invitation to Bid # 2015-09-003; and,

WHEREAS, the lowest responsive and responsible bidder for the services is Fire Hose Care, INC; and,

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

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

1. That Fire Hose Care, INC, be, and hereby is, awarded the contract at a price of \$17,135 to provide FY 2015-2016 Fire Hose and Ground Ladder Testing and certification.

2. That upon receipt of the completed Contract Documents from the lowest responsive and responsible bidder specified herein, and compliance with all remaining requirements therefor, the Director of Fire and EMS is hereby authorized to execute the contract 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, in the event Contract Documents, including compliance with all requirements and insurance certifications therefor, are not completed by and with Fire Hose Care, INC, the Director of Fire and EMS is hereby authorized, upon a determination that the next lowest bidder as shown on the Bid Tabulation dated October 29, 2015 is a responsible bidder, to award the bid to and execute a contract with Fire Hose Care, INC, all of which shall be subject to approval as to form by the County Attorney.

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

Adopted this \_\_\_\_ day of November, 2015.

#### **Consideration of RCFFA Recommendation to Support SRVFD Funding Request**

Mr. Mitchell briefly reviewed the Agenda Item: "The South River Volunteer Fire Department has requested through the Rockbridge County Fire Fighters Association (RCFFA) that they be approved to purchase a new fire apparatus to replace aging apparatus currently assigned to their fleet. This request was presented to the RCFFA in the September 2015 meeting and received unanimous support from the membership as presented. An additional component of this request was to have the interest of the loan paid through the current interest payment program by Rockbridge County. This request also received unanimous support from the membership present. Once approved at the RCFFA meeting, a formal request was made to the Director of Fire and EMS for approval and presentation to the Rockbridge County Board of Supervisors, to fund the interest payments for South River Volunteer Fire Department. Prior to presenting to the Board of Supervisors, staff performed a due diligence review to ensure proper procedure according to best practices identified by the County have been met and the funding in the appropriate line item was sufficient to approve the request. The staff review was favorable, and best practices were



utilized. Funding is available to meet this request for the interest payment program. A copy of the loan interest schedule is attached.

Additionally under Section 147 (f) of the Internal Revenue Code of 1986, as amended, code requires the signature of the County's Chief Elected Official approving the South River Volunteer Fire Department to enter into a contract in aggregate principal not to exceed \$549,686. As indicated on the form, the signature of the Chief Elected Official in no way constitutes any financial obligation or involvement of the County."

Mr. Mitchell recommended that the Board approve the interest payment for the purchase of fire apparatus for the South River Volunteer Fire Department and authorize the Chairman of the Board of Supervisors to execute the attached loan form to satisfy the federal tax requirement.

County Administrator Spencer Suter recognized Ben Wilmer, Fire Chief for the South River Volunteer Fire Department. He commended Chief Wilmer on his involvement with this effort.

Chairman Higgins stated that, at first, he was not sure about this procedure, but that Supervisor Lewis had assured him that the interest assistance policy had been put into place prior to his becoming a Board member. Thus the Chair now feels this is the right thing to do.

Supervisor Hinty asked Mr. Mitchell what other fire companies are involved with the interest program. Mr. Mitchell replied that Natural Bridge, Rockbridge Baths, Buena Vista, and Kerrs Creek are receiving interest aid.

Supervisor Lewis moved to approve the recommendation shown above.  
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

### **Consideration of FY2017 Funding Priorities and Budget Schedule**

Mr. Suter briefly reviewed the Agenda Item: "As you know, the Board traditionally adopts both a budget schedule and a listing of funding priorities prior to embarking on the annual budget process. These documents provide guidance for both staff and the Board as we work through the budget. At the Board's regular work session on October 23<sup>rd</sup>, a draft budget schedule and draft listing of funding priorities were presented to the Board. Both had been adapted from prior year documents. Discussion resulted in the request that individual members submit any suggested additions or amendments to staff, for review by the finance committee and presentation of final drafts to the Board at its regularly scheduled, November 9 meeting. Comments were received, compiled and remitted to the Finance Committee, which concurred, resulting in the attached final drafts. Please note the following:

- Budget Schedule - This document was simplified, to include milestone dates/meetings. Should any additional Board meetings be required, appropriate public notices will be issued.

Budget Priorities - Two documents are attached. The first shows tracked-changes and the second is the final draft, with changes accepted."

Supervisor Ford moved to approve the Funding Priorities 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

Supervisor Ford moved to approve an amended Budget Schedule changing the meeting locations of the Joint Meetings with the School Board to "To-Be-Determined". He asked that the meetings alternate between the County and the School Board offices instead of all meetings being held at the School Board office. Supervisor Campbell provided a second, and the motion carried by unanimous roll call vote by the Board.

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

### **Staff Reports**

Supervisor Lewis moved to accept the Staff Reports. 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

## Closed Meeting

At 5:55 P.M., Supervisor Campbell moved to enter into a Closed Meeting as Permitted by Virginia Code Section 2.2-3711(A)(6), discussion or consideration of a matter involving the investment of public funds where competition or bargaining is involved, and where, if made public initially, the financial interest of the governmental unit would be adversely affected, namely the Regional 911 Center. Supervisor Lewis provided the second, and the motion carried by unanimous roll call vote by the Board.

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

Supervisor Hinty moved to reconvene in open session following the Closed Meeting. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

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

Supervisor Ford moved that the Board certify that, in the closed meeting just concluded, to the best of each member's knowledge, nothing was heard, discussed or considered except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed as exempt from open meeting requirements under the provisions of the Virginia Freedom of Information Act cited in that motion. Supervisor Campbell provided the second, and the motion carried by unanimous roll call vote by the Board Members present.

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

The meeting was continued to Wednesday, November 18<sup>th</sup> at 6:30 PM, for a joint meeting with the Lexington and Buena Vista City Councils to take place at Kendal of Lexington.