

AT A REGULAR MEETING FOR ADOPTION OF THE FISCAL YEAR 2016-2017  
OPERATING AND CAPITAL BUDGETS, THE BOARD OF SUPERVISORS OF  
ROCKBRIDGE COUNTY VIRGINIA, HELD IN THE COUNTY ADMINISTRATION  
BUILDING, 150 SOUTH MAIN STREET LEXINGTON, VIRGINIA  
ON WEDNESDAY, APRIL 20, 2016 AT 6:00 P.M.

PRESENT: CHAIRMAN J.M. HIGGINS  
MEMBERS: D.W. HINTY, JR., R.R. CAMPBELL,  
R.S. FORD, A.W. LEWIS, JR.  
COUNTY ADMINISTRATOR  
AND CLERK TO BOARD: SPENCER H. SUTER  
FISCAL SERVICES  
DIRECTOR: STEVEN J. BOLSTER

**Call to Order:**

Chairman Higgins called the meeting to order at 6:00 p.m., followed by a prayer led by Supervisor Ronnie Campbell and the Pledge of Allegiance for all those in attendance who wished to participate.

**Opening Comments:**

Chairman Higgins asked County Administrator Spencer Suter for his opening comments about the FY2017 Budget.

Mr. Suter responded as follows:

"As you know, the budget process never really ends. Tonight is simply the culmination of the most intensive 4 months of the annual process. Over that time, the Board has been presented with many challenges and has had to make difficult decisions. We hope that the Board agrees that we as staff have done our best to enact the Board's wishes and have kept the Board apprised of all changes as the draft budget has evolved to the final, advertised budget. I'd also like to thank the Board for its dedication to working closely with the schools on the budget process. I think we are on a very good path.

"Though all department heads and supervisors played a part in developing individual budgets, I'd like to take a moment to recognize the tremendous effort put forth again by two individuals - Steve Bolster and Chris Slaydon. With regard to the Capital Improvement Program (CIP), they once again collaborated to improve the process and provide the Board with clear documents, which chart the path of potential major

expenditures over the next 5 years. Chris will be reviewing the highlights of the Solid Waste Authority (SWA) and County CIP in a minute. One thing I'd like to point out is that we are funding 100% of the FY 2017-2021 CIP with general fund reserves. As previously discussed however, we have created new dedicated accounts for next year and future year CIP expenditures. In this way, when we have savings at the end of a fiscal year, the Board can divide and deposit those funds into the dedicated accounts, to match up with the next year's planned capital improvements.

"For example, in FY 2018, we show \$377,000 in planned vehicle replacements and \$110,000 in building repairs. Moving savings to accounts specifically restricted for these purposes is good fiscal planning.

"Moving on to the operational budgets, Steve has once again shown what an asset he is to the organization, with his attention to detail and work ethic in developing a clear document, updated at every step of the way through the development process.

"In preparation for this meeting, Steve and I discussed that there are no changes to present. What is before you tonight is the same budget that has previously been presented to the Board and which was approved for advertisement.

"I will note here that we already know of operational budget challenges on the horizon in FY 2018 and beyond. Several of the major ones include new debt service of \$317,000 for the 2nd phase of the radio system (subscriber units), and a potential shortfall in school's VRS funding in the neighborhood of \$350,000. I also anticipate increasing needs in the area of paid EMS services.

"Returning to the CIP discussion, I want to ensure that staff is clear with regard to the Schools' CIP. In January 2016, both Boards jointly adopted a provisional CIP to be funded by the schools' capital reserve fund. It has been discussed several times since, and no substantive changes have been made. It is my assumption at this point, that should the Board adopt the budget, the schools' CIP is considered to be adopted as well. I'd also like to ensure that the Board understands that, at \$440,000, funding for the existing CIP is short \$60,000 - if

we adhere to the policy of keeping no less than \$225,000 in the school's capital reserve for emergencies.

"Finally, I'd again like to thank the Board for its steadfast follow-through in adjusting salaries based on the salary survey. Our staff is deserving and I know that they are appreciative. As discussed, I will be bringing forward the final phase involving merit pay for consideration in the coming months."

### **Solid Waste Authority Capital Improvement Plan**

At 6:05 p.m., Chairman Higgins convened the meeting into the Solid Waste Authority. Assistant Director of Community Development Chris Slaydon presented the SWA CIP for FY 2017-2021 as follows:

*WHEREAS, pursuant to Virginia Code §15.2-2239, the Rockbridge County Planning Commission has prepared an updated capital improvement program based on the comprehensive plan for the ensuing five (5) years; and,*

*WHEREAS, the Planning Commission conducted its final review on December 9, 2015, and recommended approval of the Capital Improvement Program (CIP) to the Board of Supervisors; and,*

*WHEREAS, the Board of Supervisors provisionally approved the CIP at its meeting on January 11, 2016, to serve as a guide during the upcoming budget process, with consideration of formal approval to be scheduled with adoption of the 2016-17 budget.*

*NOW, THEREFORE, BE IT RESOLVED by the Rockbridge County Solid Waste Authority as follows:*

*1. That the Authority hereby approves and adopts the Rockbridge County Solid Waste Authority Capital Improvements Program 2017-2021.*

*2. That capital improvement priorities and funding shall be determined and established through the Authority's budget process for the fiscal year 2016-2017, and annually for subsequent fiscal years.*

*3. That the provisions of this Resolution shall be effective on and from the date of its adoption.*

Supervisor Ford moved to approve the SWA CIP. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

Adopted this 20th day of April, 2016.

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

### **Solid Waste Authority Budget Adoption**

Mr. Bolster informed the Board there were no updates from the previous version presented last week; the resolution is as follows:

AT A REGULAR MEETING OF THE SOLID WASTE AUTHORITY OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON WEDNESDAY, APRIL 20, 2016

#### **RESOLUTION TO ADOPT THE 2016-2017 ANNUAL BUDGETS FOR THE ROCKBRIDGE COUNTY SOLID WASTE AUTHORITY AND TO SET THE TIPPING FEES FOR 2016-2017 FISCAL YEAR**

The Solid Waste Authority, by recorded vote, adopted the following resolution:

*WHEREAS, the Rockbridge County Solid Waste Authority has developed an annual fiscal plan (annual budget) which is for informative and planning purposes only, and which budget is for the fiscal year beginning July 1, 2016, and ending June 30, 2017; and,*

*WHEREAS, a brief synopsis of the budget, proposed and current tipping fees, and a notice of the public hearing were published in The News-Gazette newspaper, having general circulation in the County of Rockbridge, on April 6, 2016, in accordance with the requirements of §15.2-2506 of the Code of Virginia (1950, as amended); and,*

*WHEREAS, a public hearing was held, pursuant to Title 15.2 and Title 22.1 of the Code of Virginia, as amended, on April 13, 2016, at 6:00 p.m., to take public comments regarding said annual budgets.*

*NOW, THEREFORE, BE IT RESOLVED that the Landfill Fund annual budget in the amount of \$2,084,477.00, and the Recycling Fund annual budget in the amount of \$557,999.00, as published in*

the County of Rockbridge Budget 2016-2017 effective July 1, 2016, be and is hereby adopted.

BE IT FURTHER RESOLVED, that the tipping fees to be levied on a per ton basis for the fiscal year 2016-2017 shall be as follows:

Rockbridge County - \$52.00 per ton  
City of Lexington - \$52.00 per ton  
City of Buena Vista - \$36.81 per ton

This resolution shall be effective upon and from the date of its adoption.

Supervisor Ford asked about the upcoming agreement to make Lexington a member of the Solid Waste Authority, and what effect that change might have on future budget decisions. Mr. Bolster responded that any changes required would occur at SWA meetings in the future. Mr. Suter informed the Board that the 2017 budget and costs are already determined and only the tipping fees would change, if necessary.

Supervisor Ford moved to approve the Solid Waste Authority Annual Budget for FY 2017. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

Adopted this 20th day of April, 2016.

RECORDED VOTE:

AYES: Ford, Campbell, Lewis, Hinty, Higgins

NAYS: None

ABSENT: None

Chairman Higgins closed the Solid Waste Authority Meeting at 6:12 p.m and reconvened the Board of Supervisors meeting.

### **Rockbridge County Capital Improvement Plan**

Mr. Slaydon presented the resolution for the County's Capital Improvement Plan as follows:

#### **RESOLUTION TO APPROVE AND ADOPT THE ROCKBRIDGE COUNTY, VIRGINIA, CAPITAL IMPROVEMENTS PROGRAM 2017-2021**

WHEREAS, pursuant to Virginia Code §15.2-2239, the Rockbridge County Planning Commission has prepared an updated capital improvement program based on the comprehensive plan for the ensuing five (5) years; and,

WHEREAS, the Planning Commission conducted its final review on December 9, 2015, and recommended approval of the Capital Improvement Program (CIP) to the Board of Supervisors; and,

WHEREAS, the Board provisionally approved the CIP at its meeting on January 11, 2016, to serve as a guide during the upcoming budget process, with consideration of formal approval to be scheduled with adoption of the 2016-17 budget.

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

1. That the Board of Supervisors hereby approves and adopts the Rockbridge County, Virginia, Capital Improvements Program 2017-2021.

2. That capital improvement priorities and funding shall be determined and established through the Board's budget process for the fiscal year 2016-2017, and annually for subsequent fiscal years.

3. That the provisions of this Resolution shall be effective on and from the date of its adoption.

Supervisor Lewis moved to approve the Rockbridge County Capital Improvement Plan. Supervisor Hinty provided the second, and the motion carried by the following roll call vote:

Adopted this 20th day of April, 2016.

RECORDED VOTE:

AYES: Lewis, Hinty, Ford, Campbell, Higgins

NAYES: None

ABSENT: None

### **Rockbridge County Budget Adoption**

Chairman Higgins read the following Conflict of Interest disclosure statement:

As an employee of the Rockbridge Regional Jail Commission, I have a personal interest in the adoption of the budget under the Conflict of Interest Act. However, I am not disqualified from participation in the adoption of the County budget. My disclosure statement is on file with the Clerk to the Board of Supervisors.

Vice Chairman Hinty read the following Conflict of Interest Disclosure Statement:

As my wife is an employee of the Rockbridge County School Board, I have a personal interest in the adoption of the budget under the Conflict of Interest Act. However, I am not disqualified from participation in the adoption of the County budget. My disclosure statement is on file with the Clerk to the Board of Supervisors.

Mr. Bolster informed the Board of Supervisors there were no changes from the draft budget presented the previous week and provided the following resolution:

**RESOLUTION TO ADOPT THE 2016-2017 ANNUAL BUDGETS FOR ROCKBRIDGE COUNTY AND TO SET TAX RATES FOR 2016-2017 FISCAL YEAR**

The Board of Supervisors, by recorded vote, adopted the following resolution:

*WHEREAS, the Board of Supervisors of Rockbridge County has developed an annual fiscal plan (annual budget) which is for informative and planning purposes only, and which budget is for the fiscal year beginning July 1, 2016, and ending June 30, 2017; and,*

*WHEREAS, a brief synopsis of the budget, proposed and current tax levies, and a notice of the public hearing were published in The News-Gazette newspaper, having general circulation in the County of Rockbridge, on April 6, 2016, in accordance with the requirements of §15.2-2506 of the Code of Virginia (1950, as amended); and,*

*WHEREAS, a public hearing was held, pursuant to Title 15.2 and Title 22.1 of the Code of Virginia, as amended, on April 13, 2016, at 6:00 p.m., to take public comments regarding said annual budget.*

*NOW, THEREFORE, BE IT RESOLVED that the General Fund annual budget in the amount of \$41,858,708.00, the Construction Project Fund annual budget in the amount of \$2,885,426.00, and the Capital Projects Fund annual budget in the amount of \$519,606.00*

as published in the County of Rockbridge Budget 2016-2017 effective July 1, 2016, be and is hereby adopted.

BE IT FURTHER RESOLVED, that the tax rates to be levied on taxable property in Rockbridge County for the tax year 2016 shall be as follows:

Real Estate - \$0.735 per \$100 based on 100% valuation

Mobile Homes - \$0.735 per \$100 based on 100% valuation

Personal Property Other Than Mobile Homes - \$4.25 per \$100 assessed valuation

Machinery & Tools - \$2.55 per \$100 assessed valuation

The Commonwealth's reimbursement rate for the Personal Property Tax Relief will be 45%

This resolution shall be effective upon and from the date of its adoption.

Supervisor Ford moved to approve the Rockbridge County FY 2017 Budget. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

Adopted this 20th day of April, 2016.

RECORDED VOTE:

AYES: Ford, Lewis, Campbell, Hinty, Higgins

NAYS: None

ABSTAIN: None

ABSENT: None

Chairman Higgins thanked the Board of Supervisors, the County Administrator and staff, and Mr. McDaniel for all of their hard work.

At approximately 6:23p.m., Supervisor Lewis made the motion to adjourn the meeting; Supervisor Hinty provided the second. The motion was carried by the following roll call vote:

RECORDED VOTE:

AYES: Ford, Lewis, Campbell, Hinty, Higgins

NAYS: None

ABSTAIN: None

ABSENT: None

This meeting was not continued as a majority of the Board Members were not expected to attend the solid waste presentation

on April 21<sup>st</sup> at the Collierstown Presbyterian Church in Effinger, Virginia. However, County Administrator Spencer Suter provided the presentation to those present, which included Supervisor Ford.