

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, DECEMBER 12, 2016, 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

Call to Order

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

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

Recognitions/Presentations

Resolution of Appreciation to Election Poll Workers

Supervisor Lewis read aloud the following resolution:

**RESOLUTION OF APPRECIATION FOR SERVICES OF 2016 NOVEMBER
OFFICERS OF ELECTION**

WHEREAS, the Rockbridge County Board of Supervisors recognizes the community support required for every Election Day and realizes to be an Officer of Election involves devoting one's valuable time and effort; and,

WHEREAS, the November 8, 2016 election created a challenge with new voting equipment and record voter turnout throughout the United States, Commonwealth of Virginia and Rockbridge County; and,

WHEREAS, the right to vote was exhibited throughout the County at all of the polling precincts, with professionalism and smooth operations attributed to the dedication of the Officers of Election; and,

WHEREAS, the Officers of Elections provided an invaluable service to their communities and fellow citizens, and served in their respective roles with distinction.

NOW, THEREFORE, BE IT RESOVLED that the Rockbridge County Board of Supervisors does hereby express appreciation to each individual who gave of their time and effort to serve the County as an Officer of Election on November 8, 2016.

BE IT FURTHER RESOLVED that a copy of this resolution be given to each November 2016 Officer of Election as a token of appreciation from the Rockbridge County Board of Supervisors and the citizens of the County.

Adopted this ____ day of December, 2016.

Supervisor Lewis moved to adopt the resolution. 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 applauded those in attendance who came to accept the resolution.

Jenny Gaines of Kerrs Creek District thanked the Board of Supervisors for the purchase of the new voting machines.

Citizens Comments

Marc Gingerelli of the Walkers Creek Magisterial District renewed his complaint against the "unlicensed dog kennel" at 1941 Raphine Road. He shared that this business has been operating illegally for more than 2,326 days.

Jim Jones, Park Manager at the Natural Bridge State Park, thanked the Board for its continued support for the Natural Bridge State Park. He

shared that attendance in October increased by about 50% over the prior year and by 78% over the prior year in November. He also shared that revenues are running about the same as this time last year - despite the reduction of the park admission fee to \$5.00. He noted that the NBSF hosted its first luminary event last Saturday, to raise funds for Project Horizon. He advised that there would be more luminary events to come; that January 1st is the "first day" hike; and in April there will be a kids fishing day on Cedar Creek.

Items to be added to the Agenda

Supervisor Ford added a discussion of the VACo Chairman's Institute at the end of the meeting.

County Administrator Spencer Suter added a request to schedule a public hearing related to vacation of public utility easement and conveyance of a new stormwater drainage easement to Devil's Backbone/ Mountain View Brewery for their project at the Bowling Alley.

Approval of the November 8, 2016 Joint School Board Minutes and the November 28, 2016 Minutes

Mr. Suter noted one amendment to the November 8, 2016 Joint School Board Minutes. He added Albert "Jay" Lewis to the attendance list.

Supervisor Ford moved to approve the November 8, 2016 Minutes, as amended, and the November 28, 2016 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

School Appropriation Resolution

Finance Director Steven Bolster reviewed the School Appropriation and recommended approval.

Supervisor Lewis moved to approve the School Appropriation Resolution. 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

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, DECEMBER 12, 2016 AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, 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, 2017** in **FUND 50, SCHOOL FUND** and expended as follows:

Additional Revenue Source

4-50-64400-8101-915-000 Replacement.....	<u>\$1,182.00</u>
Subtotal	\$1,182.00

New Grants

IDEA 611 2016

4-50-61100-3160-910-200-865 Purchased Services.....	<u>\$18,188.00</u>
Subtotal	\$18,188.00

TOTAL FUND 50 APPROPRIATIONS	\$19,370.00
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County Financial Package/Approval of Appropriation Resolution

Mr. Bolster reviewed his Monthly Memorandum:

Section I - Commissioner of the Revenue

Activities for Month:

1. Preparing to send out EOY forms by December 30, 2016 (business licenses, business personal property forms, meals and lodging forms, etc.).
2. Completing end of calendar year record keeping and beginning processing on calendar year 2017.
3. Preparing 2016 Personal Property Supplement to run in January 2017.
4. Coordinating and preparing for training of Board of Equalization.
5. Assisting Wingate Appraisal Service with completing the reassessment.
6. Working monthly DMV report.

Section II - Treasurer

Activities for Month:

1. Collecting delinquent personal property tax.
2. Collecting 2nd half 2016 real estate tax.
3. Auction on November 18th went smoothly. The Confirmation of Sale is scheduled for January 19, 2017.

4. Preparing delinquent files to register for Debt Set-off Claims at year's end

Mr. Bolster then reviewed the Revenues vs. Expenditures Chart, after which he added one item to the Bills List; he advised that he had received an invoice on Friday in the amount of \$4,246.66 for the VHC's Cornerstone Bank loan with an interest payment, due December 15. He noted that this addition would bring to total approval request to \$823,268.35.

Supervisor Ford moved to pay the bills as amended. 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 BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE COUNTY ADMINISTRATIVE BUILDING,
150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA,
ON MONDAY, DECEMBER 12, 2016, AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, the Board, by record vote, approved the payment of bills for the month as follows:

Current County

11 - General Fund	\$497,450.75
94 - Central Stores	\$6,597.76
372 - Construction Project Fund	\$187,147.16
376 - Capital Purchases Fund	<u>\$52,375.41</u>

Total County Bills **\$743,571.08**

Current Fiscal Agent

80 - Regional Jail	<u>\$79,697.27</u>
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Total Fiscal Agent **\$79,697.27**

Convene Solid Waste Authority

Chairman Higgins convened the Solid Waste Authority at 5:44 p.m.

Solid Waste Authority Financial Package/Approval of Appropriation Resolution

Mr. Bolster presented the Solid Waste Authority's Appropriation Resolution and recommended approval.

Supervisor Ford asked how Sargent was progressing with the Landfill construction.

Mr. Bolster stated that every time he speaks with Jeremy Garrett, Director of Solid Waste, he seems very happy with Sargent's progress and professionalism. He added that they are way ahead of schedule on the construction. Mr. Suter concurred with Mr. Bolster's remarks.

Supervisor Campbell moved to approve the Solid Waste Authority's Appropriation Resolution. 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

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, DECEMBER 12, 2016 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, 2017**, from the UNAPPROPRIATED SURPLUS of the **SWA-LANDFILL FUND** and expended as follows:

4-19-19050-3011 Maintenance of Roads.....	\$18,200.00
Total SWA-Landfill Fund Appropriations	\$18,200.00

Current SWA

19 - SWA-Landfill	\$990,906.08
20 - SWA-Recycling	<u>\$9,105.93</u>

TOTAL SWA BILLS **\$1,000,012.01**

Chairman Higgins closed the Solid Waste Authority at 5:46 p.m. and reconvened the Board of Supervisors meeting.

Social Services Update

Mr. Suter introduced Social Services Board Chairman Duaine Fitzgerald and new Social Services Director Suzanne Adcock. He commended Mr. Fitzgerald for his leadership during a challenging period for the Department of Social Services. He expressed deep appreciation for interim Director Bill Burleson's four months of dedicated service and welcomed Ms. Adcock.

Mr. Fitzgerald likewise commended Mr. Burleson for his work. He provided a brief history of Ms. Adcock's career, sharing that she earned bachelor's and master's degrees from Roanoke College and Old Dominion University respectively; she serves as Chairperson of the DSS legislative committee; and she comes to us from Alleghany/Covington's Department of

Social Services. He noted that she is also a member of the Alleghany County Board of Supervisors.

Ms. Adcock shared that she has been working with the Rockbridge Area Social Services for 7 days now and has been spending a great deal of time on the budget. She stated that a study had recommended addition of two positions in the child protective services branch of the local office and that the Board had seen the proposed cost share with the Commonwealth. She noted that during her budget review, she had determined that funding for those positions could be managed in the current year through the budget - and possibly the following year. She stated that no funding is being requested at this time.

Chairman Higgins thanked Ms. Adcock and Mr. Fitzgerald. He thanked Mr. Fitzgerald for all the time he spends chairing the Social Services Board.

Mr. Fitzgerald added that sitting on the Social Services Board has truly become another job; however, he noted, if all the work protects just one (1) child, all the extra hours are worth it.

CIP Update

Mr. Bolster briefly reviewed the Agenda Item: On November 28th, the Board received a presentation on the draft FYE 2018-2022 CIP during a regularly scheduled work session. Attached are the latest updates on the CIP worksheets and summary report. The wording on two worksheets was updated as follows:

- 1) New Collection Site A (worksheet 4) - change references to "Wades Mill/Brownsburg Area" to "Northwest County Quadrant."
- 2) Replace Elevator at the County Administrative Building (worksheet 8) - change "replace" to "renovate".

The current CIP schedule includes bringing the final FYE 2018-2022 draft to the Board/RCSWA at the January 9, 2017 meeting to seek provisional adoption of the applicable CIP. Copies of the approved FYE 2017-2021 CIPs for the County and the RCSWA are available at the Community Development offices. In addition, online copies are located at the following webpages:

Rockbridge County -

<http://www.co.rockbridge.va.us/ArchiveCenter/ViewFile/Item/688>

RCSWA - <http://www.co.rockbridge.va.us/ArchiveCenter/ViewFile/Item/689>

The Board had no questions or amendments. Mr. Suter noted that staff would be bringing the draft document back to the Board in January for consideration of provisional adoption.

Consideration of Rabies Clinics

Mr. Suter briefly reviewed the Agenda Item: "The Code of Virginia requires that Counties in the Commonwealth ensure that a rabies clinic is held for residents at least once every two years. The applicable excerpt from the Code of Virginia is attached. We are fortunate to have proactive residents, veterinarians, and Volunteer Fire Departments who advocate for,

administer and host such clinics. In June 2016, the Board approved rabiesclinics for both Natural Bridge Volunteer Fire Department and Goshen Volunteer Fire Department, to be held in January 2017. At the time, firm dates had not yet been set, but are now shown in the schedule below. We have recently learned that, in addition, rabies clinics are planned for both the Raphine and South River Volunteer Fire Departments. Also, given that the events and Natural Bridge VFD and Goshen VFD were approved without specific dates, it won't hurt to now approve all four events at once.

<u>Location</u>	<u>Date</u>
Raphine VFD	Jan. 7, 2017
South River VFD	Jan. 7, 2017
Natural Bridge VFD	Jan. 21, 2017
Goshen VFD	Jan. 28 and 29, 2017

Supervisor Lewis asked Mr. Suter if he would be notifying the departments directly once the clinics are approved.

Mr. Suter replied that he would.

Supervisor Lewis moved to approve the Rabies Clinics. 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

Appointments

Community Services Board- Ann Ashby McKissick- Term Expires

12/31/2016

McKissick has reached her term limit. Chairman Higgins asked that appointment of her successor be put off to January.

Community Services Board- John Higgins- Term Expires 12/31/2016

Chairman Higgins requested reappointment, should the Board support.

Supervisor Lewis moved to reappoint Mr. Higgins to the Community Services Board. 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

Regional Tourism Board- Albert "Buster" Lewis- Term Expires

12/31/2016

Supervisor Hinty moved to reappoint Mr. Lewis to the Regional Tourism Board. 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

Chairman Higgins advised that Ms. Laura Hoofnagle had notified him that due to her work schedule, she was no longer able to serve on the Dabney S. Lancaster Community College Board. He asked Mr. Suter to write a letter of appreciation to Ms. Hoofnagle for her service and to add the appointment of her successor to the next Agenda.

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

Added Items to the Agenda

Supervisor Ford had requested adding an item regarding the VACo Chairman's Institute. He shared that members of the Planning Commission, Board of Zoning Appeals, and Economic Development Authority are expected to attend introductory educational courses upon their appointment. He stated that the Board of Supervisors should require that any newly-elected Chairman should attend the VACO Chairs' Institute.

The Board members gave their consensus to Supervisor Ford's request.

Mr. Suter requested adding approval to schedule a public hearing for vacation of a public utility easement and conveyance of a drainage

easement over County-owned property. He advised that this is a request by Mountain View Brewery after finding that the design of the Devil's Backbone bottling facility requires a new stormwater drainage easement on the remaining property owned by the County on the former Northwind bowling alley property. Additionally, it has been determined that an existing public utility easement on the property recently acquired at Northwind will no longer be required and will need to be vacated. He then read aloud a statement from project engineer Russell Orrison: "At the bowling alley site, the existing water meter vault and waterline are within a 'public utility easement' along the private road, and not within an easement dedicated to the PSA. With the reconfiguration of the site, the end of the existing public waterline will be removed, and the meter location reconfigured. Where the waterline is being removed, we would like to vacate the easement where it is no longer needed. In order to comply with stormwater management regulations, we are proposing a retention pond on site, and the overflow from that pond must be conveyed in an adequate conveyance to the natural drainageway on the remaining County lot. We are proposing that the conveyance be within a 24' corrugated metal pipe, within a 20' drainage easement". Mr. Suter requested that the Board direct staff to schedule a public hearing for January 9, 2017, or otherwise as soon as possible.

County Attorney Vickie Huffman advised that there would be two (2) separate actions for the two separate procedures being requested.

Supervisor Ford asked if any of this activity would have an effect on Mr. Fix's adjacent property.

Mr. Suter replied that he did not believe it would.

Supervisor Ford moved to authorize staff to schedule the public hearing.

Supervisor Lewis noted that the plat had the wrong magisterial district listed. He asked that the motion made by Supervisor Ford be amended to include language that the plat be changed to the Walkers Creek Magisterial District.

Supervisor Ford amended his motion to authorize staff to schedule the public hearing with the proper plat and documents. 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

Board Comments

Chairman Higgins advised that he had recently visited the Landfill and on his way back had stopped by the new 911 Center. He asked that Sheriff Blalock or someone affiliated with the 911 Center be asked to provide the Board with an update on the new Center and its reconstruction.

Mr. Suter advised that the contractor has been very good to work with so far.

Supervisor Hinty wished all of County staff and the Board Members a Merry Christmas, as the next Board meeting would not be until after the new year.

Chairman Higgins advised that the County held a Christmas Luncheon on Friday, December 9th and that there was a good turnout.

Adjourn

Supervisor Hinty moved to adjourn at 6:11 p.m. 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