

BOARD OF SUPERVISORS MINUTES

March 8, 2012

At a budget worksession of the Orange County Board of Supervisors held on Thursday, March 8, 2012, beginning at 5:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: S. Teel Goodwin, Chairman; Lee H. Frame, Jr., Vice-Chairman; Shannon C. Abbs; Grover C. Wilson; and James K. White. Absent: None. Also present: Julie G. Jordan, County Administrator; Glenda Bradley, Finance Director; Ashley Jacobs, Chief Deputy Clerk; and Connie Clark, Accountant.

**Chairman Goodwin announced that Supervisor Frame would be participating in the meeting remotely, from his home located at 103 Woodland Trail, Locust Grove, Virginia 22508, due to medical reasons.*

RE: CALL TO ORDER

The meeting was called to order at 5:00 p.m.

RE: BUDGET WORKSESSION

Julie Jordan, County Administrator, began the budget worksession by providing an overview of the budget worksession agenda and future agendas of budget worksessions. Discussion ensued regarding what our neighboring Counties/Cities are doing in regards to the proposed FY13 budget; Ms. Jordan gave a brief synopsis of this research. Glenda Bradley, Finance Director, also gave a brief overview of a comparison of surrounding Counties' tax rates. Discussion ensued regarding the personal property rate and the effective rate as compared to surrounding Counties.

Discussion ensued regarding proposed personnel changes including the Assistant Commonwealth Attorney and its increased salary and functions within the Commonwealth's Attorney office, and the potential reorganization of the office. Diana Wheeler, Commonwealth's Attorney, requested to keep the quality of her employees high and the organizational structure of the office and expressed the need for a Deputy Commonwealth Attorney. The Board requested information on the two scenarios which Ms. Wheeler provided the Board for the organization of her office and associated costs at the March 13, 2012, meeting.

Discussion ensued regarding the proposed new Sheriff's office positions: Lieutenant Investigator and Investigator, and associated costs including the need for new vehicles and the specific duties of these recommended positions. Lt. Col. Timmy Murphy addressed the Board and the need for the recommended positions.

Discussion continued with Kurt Hildebrand, Public Works Director, and the need for the Solid Waste Collection Manager. Discussion ensued regarding new signage at the collection sites and the need for temporary (portable) signage to alert citizens of changes in the landfill hours for special occasions and holiday closings. Staff agreed to place the cost information for the permanent and temporary signage on the March 27, 2012, consent agenda for consideration for approval by the Board, with the costs being funded from the Contingency Fund.

Nicola Tidey, E911 Manager, addressed the Board in support of her proposed personnel changes, including the addition of an E911 Communications Supervisor (ECO III) and the need for such personnel as a result of the Emergency Medical Dispatcher (EMD) program and the increased call volume. Discussion also ensued including the organizational structure of the department.

Jamie Clark, Fire and EMS Director, addressed the Board in support of his proposed three new Firefighter/Medic positions. Mr. Clark also distributed an updated call mapping illustration to the Board, in an effort to illustrate the heavy concentration of calls in the Lake of the Woods area of the County. Ms. Jordan also provided information on increased revenue sources which will potentially cover the funding of these positions. Mr. Clark circulated a letter recently received from Barbourville Fire Chief, Lewis

Williams, in which County assistance was requested in the form of a daytime County staffed driver/firefighter for the Barboursville Volunteer Fire Company; discussion ensued and Mr. Clark agreed to provide more information regarding the request at the March 13, 2012, meeting. Discussion ensued regarding the proposed fire fee revenue source and the priority of personnel as compared to apparatus; staff agreed to provide clarification on this proposed source at the March 13, 2012.

Supervisor Frame requested more information on the services provided to Orange County by the Rapidan Volunteer Fire Company. Mr. Clark provided call response information, in which he informed the Board that 14 calls were responded to out of a request for 40 mutual aid calls during 2011. Discussion ensued regarding the proposed funding for the Rapidan Volunteer Fire Company.

RE: RECESS
The Board recessed at 7:00 p.m.

RE: RECONVENE
The Board reconvened at 7:19 p.m.

RE: BUDGET WORKSESSION (Continued)
Julie Jordan, County Administrator, continued the Budget Worksession with explanations for the remaining proposed new positions. Ms. Jordan also explained the additional need for a part-time Office Assistant in the Parks and Recreation department even though this position was not originally included in the County Administrator's proposed budget. Discussion ensued regarding other line items that funding could be removed from in an effort to support the funding for the additional part-time Office Assistant. Discussion continued regarding District Four (4) and Five (5) fields and the Booster Park funds and the ability to use carry-forward funds to support these activities. The Board acknowledged Ms. Jordan's proposal to shift funding to support the part-time Office Assistant in the Parks and Recreation office.

Ms. Jordan explained the proposed new position of County Attorney and the proposed new position of Assistant to the County Administrator. Discussion ensued about the amount of funding necessary to support both the Chief Deputy Clerk and the Assistant to the County Administrator.

RE: RECESS
The Board recessed at 7:42 p.m.

RE: RECONVENE
The Board reconvened at 8:11 p.m.

RE: BUDGET WORKSESSION (Continued)
Discussion continued regarding the Assistant to the County Administrator and its proposed responsibilities and salaries. The Board requested information on how the County Administrator would divide the existing responsibilities and future responsibilities between the County Administrator and the Assistant to the County Administrator. Discussion concerning personnel concluded and Ms. Jordan led the Board in discussions regarding external entities funding requests. She provided an overview of the County Administrator's proposed request to fund external entities and went entity by entity with a summary of proposed funding. Supervisor Frame requested an overview of all significant in-kind matches for external entities; Ms. Jordan indicated that she would provide this for the March 13, 2012 meeting. Supervisor Abbs requested information from Bob Lingo, Social Services Director, regarding the Aging Together External Entities funding request; additionally, the Board requested information regarding

Healthy Families Orange of the Health Department and about Services to Abused Families. Discussion ensued about duplicate services provided by these entities.

Ms. Jordan and Ms. Bradley discussed the financing options as proposed by the County Administrator. Discussion ensued including: the possibility of self-financing; the proposed interest rates for financing options; the potential Capital Improvement Plan costs compared to financed projects costs; and future Capital Improvement Plan expenditures.

Supervisor White presented his proposed budget options which included an equalized real estate rate, a proposed personal property rate increase and the possibility of slightly raising real estate taxes and slightly raising personal property taxes in an effort to avoid raising the real estate tax rate solely and substantially. Supervisor Abbs requested information on the Farm Machinery tax and how long ago the County collected this tax. Discussion ensued.

The Board discussed Supervisor White's proposed reductions from the County Administrator's recommended budget. Discussion continued regarding the School System and proposed raises for all employees (across the Board) which are fair in nature. Supervisor Abbs inquired about staff's progress on requiring direct deposit for all employees; Ms. Bradley indicated that staff is working on this project and would have more information after Cyndi Harbin, Payroll Accountant, attends a financial software user meeting tomorrow (March 9, 2012).

RE: ADJOURN

There being no further business to discuss, Mrs. Abbs moved, seconded by Mr. Frame and carried, to adjourn the meeting at 9:39 p.m. Ayes: Abbs, Goodwin, Wilson, Frame, White. Nays: None.

S. Teel Goodwin, Chairman

Julie G. Jordan, County Administrator