

BOARD OF SUPERVISORS MINUTES

MAY 27, 2014

At a regular meeting of the Orange County Board of Supervisors held on Tuesday, May 27, 2014, 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; James P. Crozier; and James K. White. Also present: R. Bryan David, County Administrator; Thomas E. Lacheneay, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: ADOPTION OF AGENDA

Mr. Frame moved, seconded by Mrs. Abbs and carried, to adopt the agenda as modified. Ayes: Abbs, Goodwin, Crozier, Frame, White. Nays: None.

RE: CONSENT AGENDA

Mr. Frame moved, seconded by Mrs. Abbs and carried, to approve the Consent Agenda as presented.

RE: FY14 SUPPLEMENTAL APPROPRIATIONS

The Board approved the following supplemental appropriations as modified:

DEPARTMENT	ACCOUNT DESCRIPTION	AMOUNT	FUNDING SOURCE
Animal Shelter	Prof. Serv. - Emer. Vet	\$ 1,350.00	Donations
Animal Shelter	Prof. Serv. - Emer. Vet	\$ 788.60	Donations
Subtotal Animal Shelter		\$ 2,138.60	
Fire & EMS Capital Projects	Burn Building Renovation	\$ 16,600.00	Fire Chief's Assoc.
Subtotal Fire & EMS Capital Projects		\$ 16,600.00	
Airport	Gas / Oil for Resale	\$ 40,800.00	Airport Fuel Sales
Subtotal Airport		\$ 40,800.00	

RE: RENEWAL OF CONTRACT WITH EASTERN AVIATION FOR AIRPORT FUEL

The Board authorized staff to renew the contract with Eastern Aviation Fuels, Inc. for Airport Fuel for an additional one-year term, effective August 1, 2014 through July 31, 2015.

RE: RENEWAL OF CONTRACT WITH GREENBRIER OF VIRGINIA, INC FOR POLICE CHARGERS

The Board authorized staff to renew the contract with Greenbrier of Virginia, Inc. for a one-year term effective through May 2015, per contract C07000-15-1785D.

RE: MINUTES

The Board approved the following minutes:

- May 13, 2014 Regular Meeting

Ayes: Abbs, Goodwin, Crozier, Frame, White. Nays: None.

RE: PUBLIC APPEARANCES

RE: PRESENTATION OF VML / VACo VIRGINIA INVESTMENT POOL OPTIONS

Mr. Steve Mulroy, Deputy Director of VML / VACo, presented a PowerPoint presentation, which included information on the following: introduction of VML / VACo Finance and its mission; a review of the Virginia Investment Pool (VIP) program; how a locality could use the VIP program; the difference between the VIP program and other investment programs; the benefits of investing with other local governments; a review of the expected rate of return; and required steps to join.

Discussion ensued among the Board regarding: how the rating for the VIP program was obtained; the role of the trust advisors versus board members; total invested assets in the program; penalties for withdrawal and access to funds; fee levels of the VIP program versus the investment program the County currently utilizes; average investment amount of other local governments; and the types of investments (foreign versus domestic).

Mr. Frame moved, seconded by Mr. White and carried, to authorize staff to advertise for and schedule a Public Hearing on an ordinance for VACo / VML Virginia Investment Pool on Tuesday, June 24, 2014, at 7:00 p.m.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

The Board thanked Mr. Mulroy for his presentation.

RE: PRESENTATION OF THE FINAL CSA AUDIT REPORT

Alisha Vines, Office on Youth Director, provided a brief report on the recently completed Comprehensive Services Act (CSA) Audit Report. She reviewed each of the findings, indicating areas where improvements were already being implemented.

Discussion ensued among the Board regarding: strategic feedback and planning; researching other localities to see what improvements are being made; efforts to increase transparency to the public; whether or not the changes were causing an increase in workload for staff; and compliments to Ms. Vines and her staff for not receiving any "chargebacks" resulting in the County having to pay back the State.

The Board thanked Ms. Vines for her presentation.

RE: FINANCE QUARTERLY REPORT

Glenda Bradley, Finance Director, presented the Finance Quarterly Report, which included information on the following: a review of fund balances; General Fund revenues; General Fund expenditures; sales tax revenues; and a summary of the Schools, Social Services, Debt Service, CIP, Airport, and Landfill funds.

Discussion ensued among the Board regarding: increases in ambulance transport collections; lessened expenditures for CSA; increases in fuel sales at the Airport; and any concerns or estimates for the last quarterly report in June.

The Board thanked Ms. Bradley for her presentation.

RE: PUBLIC COMMENT

At 5:56 p.m., Chairman Goodwin opened the floor for public comment.

There being no speakers, public comment was closed at 5:56 p.m.

RE: BOARD COMMENT

There were no Board Comments at this time.

RE: ACTION ITEMS

RE: HEALTH AND DENTAL INSURANCE RENEWAL

Carrie Bartlett, representative from Digital Benefit Advisors, indicated that they had performed a competitive evaluation of the County's health, dental, and voluntary vision benefits. She explained that bids had been received from three (3) carriers for health insurance, and Anthem, the current provider, represented a decrease of 7.2% below the current budgeted rates. Ms. Bartlett noted that the most competitive proposal was from Optima, which also represented a decrease in employer costs, but with reduced employee benefits. She indicated that the recommendation was to renew with Anthem and to maintain level employee and employer contributions.

Ms. Bartlett explained that four (4) bids had been received for dental insurance. She further explained that the Anthem renewal represented an increase in total premium of 15.1%, while Delta Dental was the best option, with a proposed increase of only 12.3%. Ms. Bartlett noted that Anthem's current administrative fee was \$3.70, and Delta Dental had proposed an administrative fee of \$2.95 for two (2) years with a rate cap of \$3.10 for the third year. She indicated that the recommendation was to select Delta Dental for dental insurance and to maintain level employee and employer contributions.

Ms. Bartlett concluded by explaining that the voluntary vision insurance contract with EyeMed was guaranteed through October 2015, so there was no change recommended and there would be no rate impact for this product.

Discussion ensued among the Board regarding: the price decrease in Optima versus Anthem; the significant changes in value for employees; the benefits scoring that was utilized in making the recommendation; claims levels being maintained; and the avoided fees from the healthcare reform by going self-funded last year.

Mrs. Abbs moved, seconded by Mr. Frame and carried, to authorize the renewal of health insurance with Anthem, the renewal of voluntary vision insurance with EyeMed, and the change in dental insurance from Anthem to Delta Dental.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: CLOSED MEETING

At 6:09 p.m., Mr. Lacheney read the following motion authorizing Closed Meeting:

WHEREAS, the Board of Supervisors of Orange County desired to discuss in Closed Meeting the following matter:

- Consultation with legal counsel pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. - §2.2-3711(A)(7) of the Code of Virginia;

WHEREAS, pursuant to §2.2-3711(A)(7) of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Orange County hereby authorized discussion of the aforesated matters in Closed Meeting.

Mr. Frame moved, seconded by Mrs. Abbs and carried, to approve the resolution authorizing Closed Meeting as presented. Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: CERTIFICATION OF CLOSED MEETING

At 7:03 p.m., Mr. Lacheney read the following resolution certifying Closed Meeting:

WHEREAS, the Board of Supervisors of Orange County has this day adjourned into Closed Meeting in accordance with a formal vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Orange County hereby certified that to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applied, and ii) only such public business matters as were identified in the motion by which the said Closed Meeting was convened were heard, discussed or considered by it.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: PUBLIC HEARING: SUP 14-01: SOCCER FIELD (GRYMES MEMORIAL SCHOOL)

Josh Frederick, Senior Planner, reviewed the Staff Report and request from Kimberly Jones, on behalf of Grymes Memorial School, which included information on the location and specifications of the subject property, the request for Special Use Permit for a soccer field, the recommendation from the Planning Commission, and the conditions of the SUP being proposed by staff.

Discussion ensued among the Board regarding: the SUP on the section of property not previously owned; the portion of the subject property zoned Agricultural; lighting on the field; request for the SUP on both parcels to allow for cleaner compliance; why the condition regarding lighting was not removed; removal of the nutrient management plan condition if it was not legally required; removal of "bare earth" if it was not required; and whether or not some of the property should be rezoned if the majority of the soccer field was on property zoned Residential.

Lee Banes, Civil Engineer for the project, offered to answer any questions from the Board, but there were no questions at the time. Supervisor Crozier apologized to Mr. Banes from the Planning Commission meeting.

At 7:17 p.m., Chairman Goodwin called the Public Hearing to order to receive comments on the following:

SUP 14-01

Kimberly Jones, on behalf of Grymes Memorial School, has applied for a Special Use Permit for the Agricultural (A) -zoned portion of the School's property, located at 13775 Spicers Mill Road, Orange, VA 22960. The request is to install a soccer field, pursuant to Sec. 70-303(12) of the Orange County Zoning Ordinance. The property is referenced as Tax Map No. 28-36 and is approximately 9.18 acres in size. A portion of the proposed soccer field will be on the adjacent parcel referenced as Tax Map No. 28-36A, which is zoned Limited Residential (R-1).

The following individual spoke:

- Terry Lunsford, 14125 Spicers Mill Road, Orange

There being no further speakers, Chairman Goodwin closed the Public Hearing at 7:21 p.m.

Mrs. Abbs moved, seconded by Mr. Goodwin and carried, to adopt the following ordinance as modified:

ORDINANCE APPROVING SUP 14-01 FOR A SOCCER FIELD AT GRYMES MEMORIAL SCHOOL
ON TAX MAP NOS. 28-36 AND 28-36A

WHEREAS, Kimberly Jones, on behalf of Grymes Memorial School, applied for a Special Use Permit to install a soccer field on the School's property located at 13775 Spicers Mill Road in Orange, Virginia, and referenced as Tax Map Nos. 28-36 and 28-36A, containing a total of approximately 9.18 acres, pursuant to Section 70-303(12) of the Orange County Zoning Ordinance; and

WHEREAS, athletic fields are a private recreational use pursuant to Section 70-303(12) and Section 70-333(4) of the Orange County Zoning Ordinance; and

WHEREAS, the Department of Planning and Zoning recommended approval of this Special Use Permit, subject to certain conditions; and

WHEREAS, the Planning Commission advertised and held a Public Hearing on the Special Use Permit request on April 3, 2014; and

WHEREAS, the Planning Commission considered whether the proposed Special Use Permit, as conditioned, would further the purposes of the Comprehensive Plan and the Zoning Ordinance; threaten the public health, safety, or welfare; be compatible with its surroundings; or would result in substantial detriment to the surrounding property; and

WHEREAS, the Planning Commission reviewed the request and determined that the request, as conditioned, was consistent with the considerations above, and, as such, recommended approval of the request to the Board of Supervisors; and

WHEREAS, the Board of Supervisors advertised and held a Public Hearing on the Special Use Permit request on May 27, 2014; and

WHEREAS, after deliberation, the Board of Supervisors has determined that public necessity, convenience, general welfare, and/or good zoning practice support approval of this Special Use Permit request;

NOW, THEREFORE, BE IT ORDAINED, on this 27th day of May, 2014, that the Orange County Board of Supervisors hereby approves SUP 14-01 for Tax Map Nos. 28-36 and 28-36A for a Special Use Permit for a soccer field, subject to the three (3) conditions as set forth below.

Staff Conditions for Approval

As adopted in Ord. No. 140527 - PH1
by the Orange County Board of Supervisors
on May 27, 2014

SUP 14-01: Kimberly Jones, on behalf of Grymes Memorial School

For a soccer field

Tax Map Nos. 28-36 and 28-36A

The conditions of this Special Use Permit ("SUP") shall apply to the properties identified on County Tax Map 28 as Parcels 36 and 36A, as well as any future division or consolidation of said properties. Compliance is the responsibility of the applicant, owners, and assigns. The following conditions are intended to offset and mitigate impacts of the proposed development, and to render the application consistent with the applicable provisions of the Comprehensive Plan. If the conditions of the SUP or the

information on the SUP plans are in conflict with one another or with the Zoning Ordinance, the more restrictive shall apply, unless, specifically modified, waived, or otherwise specified in these conditions.

1. Controlling Documents – Controlling documents shall be the conditions as set forth herein and the documents as submitted with the application.
2. Compliance – Use and development of the subject property shall be in substantial conformance with these conditions. The Zoning Administrator shall determine “substantial conformance.” The business owner and/or property owner shall be responsible for obtaining all required site plan approvals, building permits, health permits, VDOT permits, zoning permits, and erosion and sediment control permits.

The business owner and/or property owner shall be responsible for complying with all local, State, and Federal laws and regulations that are applicable to the business.

3. Uses – This SUP shall permit the operation of an athletic field as generally shown on the site plan and described in the application.

RE: ACTION ITEMS (Continued)

RE: AWARD OF THE CONTRACT FOR LANDFILL OPERATIONS

Kurt Hildebrand, Public Works Director, explained that the County’s current contract with R. M. Soderquist would expire on June 30, 2014. He indicated that a Request for Proposals (RFP) for Landfill Operations had been issued on February 27, 2014, on the County’s website, on eVA, and in the local newspapers, reaching over 400 vendors. Mr. Hildebrand stated that a mandatory pre-proposal meeting was held on March 12, 2014, and ten (10) vendors attended the meeting, but only two (2) vendors submitted proposals on April 9, 2014.

Mr. Hildebrand noted that the Selection Committee reviewed the proposals and rated each based on the criteria provided in the RFP documents and that both proposing firms were then interviewed by staff and the Solid Waste Committee.

Mr. Hildebrand indicated that, after careful consideration, it was the recommendation of the Solid Waste Committee and Selection Committee that R. M. Soderquist be awarded a contract for Landfill Operations, effective July 1, 2014, for a one-year term, with the option to renew annually for four (4) additional one-year terms.

Mrs. Abbs moved, seconded by Mr. Frame and carried, to authorize the County Administrator to execute a contract with R. M. Soderquist for Landfill Operations, for a term of one (1) year with options to renew for four (4) additional one (1) year terms, with the understanding that this contract would be funded through the Landfill Disposal budget - Line Items 44240001-43220 and 44240001-43240.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: REQUEST FOR FEE DONATION FOR LANDFILL TIPPING FEES

R. Bryan David, County Administrator, explained that Ms. Diana Dodge, an Orange County resident, was requesting a fee donation for tipping fees at the Landfill as a load of shingles was dumped illegally on her property overnight. He further explained that while Ms. Dodge took the effort to have her property cleaned, and had already paid the bill received from the Landfill, she was requesting that the fees paid to the Landfill be refunded in the amount of \$117.52.

Mrs. Abbs motioned to approve the request.

Discussion ensued among the Board regarding: citizens who are charged at the Landfill associated with cleaning up their property; the legal or moral precedent that could be created; the idea that non-profit agencies or agencies providing a community benefit usually receive a fee donation; and policy direction from staff to the Board.

Mrs. Abbs withdrew her motion for approval.

The Board discussed the request for fee donation for Landfill tipping fees from Ms. Diana Dodge, but took no action to approve the request. The Board was agreeable to staff developing a recommendation on how to better address fee donation requests for the Landfill to present for the Board's consideration at a future meeting.

RE: RESOLUTION FOR WATER TANK ACCESS WITH THE TOWN OF ORANGE

Mr. Frame moved, seconded by Mr. Goodwin and carried, to adopt the following resolution as presented:

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE TOWN OF ORANGE
FOR ACCESS TO THE WATER TANK

WHEREAS, the County of Orange does use a certain water tank located on S. Madison Street in the Town of Orange for purposes of maintaining certain communications facilities; and

WHEREAS, the County of Orange and the Town of Orange desire to memorialize the terms by which said water tank shall be accessed by the County;

NOW, THEREFORE, BE IT RESOLVED, on this 27th day of May, 2014, that the Orange County Board of Supervisors hereby authorizes the County Administrator to execute the Agreement with the Town of Orange, as presented.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Mr. White moved, seconded by Mr. Crozier and carried, to re-appoint Mr. Eugene Ernst as an At-Large Representative on the Litter Control Committee for a two-year term, with said term commencing July 1, 2014, and expiring on June 30, 2016.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: REAPPOINTMENT OF LITTER CONTROL COMMITTEE COORDINATOR

Mr. Frame moved, seconded by Mrs. Abbs and carried, to authorize staff to extend the current agreement with Ron Rose through June 30, 2015, to allow him to continue serving as the Litter Control Committee Coordinator for an additional one-year term.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: DISCUSSION ITEMS

RE: PLANNING AND ZONING GIS SYSTEM PROJECT UPDATE

Josh Frederick, Senior Planner, introduced the new GIS System to the Board using a sample website, as the GIS website for the County was being prepared. He highlighted some of the important features and capabilities, and asked if the Board had any questions.

Discussion ensued among the Board regarding: whether or not the County had to pay a subscription for this GIS service; monthly hosting fees; customer service of Timmons; new options and access to current information; data transfer to the new GIS System; changes between this system and the current system; and integration with MSAG.

By consensus, the Board requested that a presentation of the live version of the GIS System be presented once the project was complete.

The Board thanked Mr. Frederick for his presentation.

RE: PROPOSED RELOCATION OF RESCUE STATION 21 (MINE RUN)

John Harkness, Fire and EMS Chief, explained that as noted in the recent Fire & EMS Study, it was recommended that County personnel assigned to Rescue Station 21 (Mine Run) be relocated to another location. He further explained that the basis for this recommendation was that the current building housing Rescue Station 21 was functionally obsolete and was no longer suitable because of its current physical condition for use as a rescue station. Responsive to the Study's recommendation, the Department of Fire & EMS and other County staff developed two options for the Board's consideration:

Option I: The first option involved the placement of a single-wide mobile home at the Mine Run Volunteer Fire Company (MRVFC) station. Under this option, the Department of Fire & EMS would purchase and install a new single-wide mobile home to serve as the crew quarters for the County's firefighter/medic personnel assigned to Rescue Station 21. The Department would be responsible for all costs incurred for installation, utility, and insurance. Further, the Department would be responsible for the removal of the mobile home and bringing the site back to its present condition at the conclusion of the agreement with the MRVFC.

The planned budget for the project would not exceed \$60,000, as follows:

Mobile Home	\$40,000
Drain Field Evaluation	\$3,500
Drain Field / Plumbing Connections	\$4,000
Furniture	\$7,100
Electrical Installation to New Vehicle Storage Area	\$4,000
<u>Contingency</u>	<u>\$1,362</u>
Total:	\$59,962

Chief Harkness indicated that funds for the project were derived from two (2) sources in the FY14 budget. First, there was \$29,407 available from budgeted and unobligated funding for the Central Virginia Regional Jail (General Fund) and second, there was \$30,555 from budgeted and unobligated funds from the Electoral Board for voting machine replacement (Capital Projects), as confirmed by the Finance Director. Chief Harkness added that an additional \$3,500 may be required based on new information received regarding the drainfield.

He also indicated that the MRVFC had, as an organization, agreed to allow the placement of a single-wide mobile home on its property at a suitable location subject to the execution of a lease with the County containing appropriate general terms and conditions.

Option II: The second option was to make improvements to the building currently housing Rescue Station 21. These improvements would most likely include repairs to the building, the septic system, renovation of the restroom and shower facilities, renovation to crew sleeping and living quarters, repairs and improvements to the site, and building drainage and concrete repairs. These improvements may exceed the value of the

property given that Rescue Station 21 was considered functionally obsolete. Staff had not secured estimates to effect such renovations and repairs at this time.

Discussion ensued among the Board regarding: no viability in making the building renovations; whether or not an alternate septic system had been considered; availability of rental space; advantages and disadvantages of combining with fire service; and alternate locations on Route 20.

Mrs. Abbs moved, seconded by Mr. Crozier and carried, to authorize staff to: 1) make the necessary budget transfers and appropriations to fund this project using budgeted and unobligated funds in the FY14 Capital Improvements Plan and Operating budgets, as proposed; and 2) solicit a Request for Proposals (RFP) to lease suitable space to accommodate Rescue Station 21.

Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

RE: STATE BUDGET CONTINGENCY PLAN

R. Bryan David, County Administrator, explained that he and the Finance Director had begun developing a contingency plan in the event the General Assembly and the Governor were unable to adopt the State's FY2015-2016 biennial budget by July 1, 2014.

He further explained that since the last meeting, he had discussions with Constitutional Officers, the Director of Social Services, and several department heads whose operations may be impacted. Mr. David also met with Dr. Grimesey and Mr. Benefield to discuss the potential impacts to Orange County Public Schools.

Based on the financial information presented by the Finance Director and the input from the Constitutional Officers, Mr. Lingo, and Dr. Grimesey, Mr. David presented the following outline as a draft contingency plan for the Board's information:

July 1, 2014 – July 31, 2014

- Available cash reserves will be used to off-set all State and Federal pass-through funds not received for Constitutional Officers, Orange County Public Schools, and the Department of Social Services, as contained in the adopted FY15 Budget.
- Suspension of all capital projects, not otherwise initiated by general government and Schools, will occur.

August 1, 2014 – August 31, 2014

- Some combination of non-personnel operating expenditure reductions, use of capital project funds available from suspended projects, and cash reserves will be used to off-set all State and Federal pass-through funds not received for Constitutional Officers, Orange County Public Schools, and the Department of Social Services, as contained in the adopted FY15 Budget.

September 1, 2014 – September 30, 2014

- Coordinated and pre-emptive reduction of non-personnel and personnel expenditures by general County government operations and Schools will be used to off-set all State and Federal pass-through funds not received for Constitutional Officers, Orange County Public Schools, and the Department of Social Services, as contained in the adopted FY15 Budget.

- Reduction of non-personnel and personnel expenditures may be mitigated to some degree by use of any remaining capital project funds available from suspended projects, and cash reserves.

October 1, 2014 and Beyond

- To be determined.

Mr. David stated that with implementing such a contingency plan, several overriding policy considerations should be taken into account: Continuity of pay and benefits for all County employees and continuity of County operations and programs supporting public safety.

He noted that the information was presented for the Board's information as a draft contingency plan and that this draft plan was developed given his fiduciary responsibility to anticipate any circumstances which may adversely impact the County's operating and capital budgets, and that no action was requested at the time.

Discussion ensued among the Board regarding: contractual obligations; whether or not there were services that could be temporarily discontinued; whether or not VRS payments could be deferred since there would be no one at the State to collect them; public awareness; other considerations; and the need to send written communication to State legislators.

By consensus, the Board requested that staff prepare a letter to send to State legislators presenting the County's Contingency Plan and advising the legislators of the effect on local governments for not adopting the State budget in a timely manner.

RE: PROPOSED FEASIBILITY STUDY FOR TRAILS PROJECT

R. Bryan David, County Administrator, indicated that over the past several years, there had been discussions among both public and private stakeholders regarding the development of multi-use trails at appropriate locations in the County as an economic development initiative for Agritourism.

He explained that an opportunity had presented itself to revisit this discussion, particularly as it related to accessing and interconnecting with Montpelier's existing and planned trail network. Specifically, there was interest among principal landowners to better understand the potential alignment, cost, and trail profile to develop a hiking, bicycle, and horse trail located along a corridor from the Mayhurst Inn to Montpelier. Furthermore, there was interest among the principals to better understand the potential options for ownership, governance, and operation of such a trail.

Mr. David further explained that the County's interest in this project would stem from the opportunity to undertake a public-private partnership to develop an asset for Agritourism-related economic development, and that the County could possibly be eligible for State-funded grant(s) to help with the cost of developing this type of trail project.

Mr. David noted that generally with economic development capital projects of this nature, an initial step would be to engage a qualified engineering firm to perform a limited-scope feasibility study - a "desktop" study that would identify the most viable alignment, and provide a preliminary cost estimate and possible phasing scenario.

Discussion ensued among the Board regarding: the investment with an engineering firm; economic development efforts that were suitable for the proposed area; partnerships with local landowners; investment opportunities for Economic Development and the Parks and Recreation Foundation; and the potential for great return on investment.

By consensus, the Board authorized staff to proceed with partnering with one of the County's "on contract" engineers to develop a high-level proposal for a multi-use trail project from approximately Mayhurst to Montpelier, and to provide an update at a future meeting in June or July.

RE: PERSONNEL POLICIES MANUAL REVISION PROJECT

Alyson Simpson, Chief Deputy Clerk, presented a project proposal to the Board for revision of the Personnel Policies Manual. She explained that this staff-initiated and staff-led proposal was intended to commence an eight-month long process to completely address and revise the Personnel Policies Manual.

Ms. Simpson noted that the current Personnel Policies Manual was adopted in 1996, and there were many areas that were outdated or contained conflicting information. She also noted that with changing times and technologies, there was a need for newer policies to be added. Since the Manual was approaching twenty (20) years old, and staff was often addressing only one Policy at a time, it seemed this would be an appropriate time for the Manual to be presented with a thorough overhaul.

Ms. Simpson reviewed the proposed steps to revise the Manual, as well as a timeline for the project and a presentation of who would be in the Work Group.

Discussion ensued among the Board regarding: providing information to the Work Group early in the process and obtaining input from other departments, especially those departments resourceful in specific and sometimes complicated policies, such as FLSA.

By consensus, the Board was agreeable for staff to move forward with the Personnel Policies Manual Revision Project, as presented.

RE: REQUEST FOR CHILDREN AT PLAY SIGNAGE ON KNOLLS ROAD

R. Bryan David, County Administrator, presented an email to the Board for its consideration from an Orange County citizen requesting "Children at Play" signage on Knolls Road (Route 2014).

He explained that the email from the citizen indicated that a "Children at Play" sign was previously located on this road; however, staff researched this with VDOT and VDOT could not locate where the sign had been installed before. VDOT further explained that since the sign had been down for several years, based on the information from the citizen, the request would have to go through the County to be processed at this time, since VDOT recently changed their regulations regarding "Children at Play" signage last year.

Discussion ensued among the Board regarding: the cost of a "Children at Play" sign; who would pay for the sign; and the process to have the sign installed, if approved.

By consensus, the Board requested that staff gather additional information regarding the cost and process for Children at Play signs to report at the next meeting on June 10, 2014.

RE: PROPOSED ORDINANCE GOVERNING COUNTY PARKS AND RECREATION FACILITIES

R. Bryan David, County Administrator, noted that staff had recently been contacted by the Orange Youth Sports Foundation (OYSF) concerning an incident of unruly behavior during a sports game by two (2) adults at Booster Park. He further noted that OYSF had addressed this situation under its bylaws since there was no local ordinance otherwise regulating inappropriate behavior or activities at the County's parks.

Mr. David explained that this situation gave rise to whether or not the Board of Supervisors would be interested in considering an ordinance regulating inappropriate behavior or activities at the County's parks, and provided examples from similarly situated counties.

Discussion ensued among the Board regarding: whether or not an ordinance like this was necessary; what areas an ordinance like this would address; whether or not it would cause "over enforcement"; complaints and trespassing issues; and what authority this ordinance would grant that was not already permitted.

By consensus, the Board agreed to not pursue an ordinance governing Orange County Parks and Recreation facilities at this time.

RE: DIRECT DEPOSIT AND PAY STUBS

Supervisor Abbs recalled receiving information during discussions of transitioning to bi-weekly payroll that employees would stop receiving paper pay stubs. She asked when this transition would happen, as there was no definitive direction in the most recent correspondence.

Discussion ensued among the Board regarding: direct deposit; postage; and the cost savings associated with not mailing the paper pay stubs to employees.

By consensus, the Board requested that staff gather information regarding the conversion to direct deposit for all employees, as well as the conversion to electronic versus paper pay stubs.

RE: INFORMATION ITEMS

The Board received the following correspondence for its information:

- CSA Monthly Report
- Office on Youth Quarterly Report

RE: COMMITTEE REPORTS

The Board received the following Committee Reports for its information:

- March 24, 2014 Health Center Commission Minutes
- April 7, 2014 School Board Minutes

RE: CALENDAR

The Board received copies of its calendar for the months of May, June, and July 2014.

RE: ADJOURNMENT

There being no further business to discuss, Mr. Frame moved, seconded by Mrs. Abbs and carried, to adjourn the meeting at 8:28 p.m. Ayes: Abbs, White, Goodwin, Crozier, Frame. Nays: None.

S. Teel Goodwin, Chairman

R. Bryan David, County Administrator