

**BOARD OF SUPERVISORS MINUTES****FEBRUARY 26, 2019**

At a Regular Meeting of the Orange County Board of Supervisors held on Tuesday, February 26, 2019, beginning at 5:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: James K. White, Chairman; James P. Crozier, Vice Chairman; R. Mark Johnson; S. Teel Goodwin; and Lee H. Frame. Also present: R. Bryan David, County Administrator; Thomas E. Lacheney, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

**RE: ADOPTION OF AGENDA**

On the motion of Mr. Goodwin, seconded by Mr. Frame, which carried by a vote of 5-0, the Board adopted the agenda, as presented. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

**RE: SPECIAL PRESENTATIONS AND APPEARANCES****RE: INTRODUCTION OF EXTENSION OFFICE STAFF**

Courtney Wesner introduced herself as the newly-hired Extension Agent in the Orange County Extension Office. She provided details on her agricultural background, education, and the responsibilities of her new position. Kelly Shifflett, newly-hired 4-H Youth Program Educator, was also present to introduce herself. She stated she was excited for the opportunity and looked forward to serving her community.

The Board welcomed Ms. Wesner and Ms. Shifflett to Orange County.

**RE: REAL ESTATE REASSESSMENT UPDATE**

Gary Eanes, representative of Wampler-Eanes Appraisal Group, Ltd., provided an update to the Board regarding the ongoing real estate reassessment. He explained his firm was still in the collection and data analysis process, but had also started fieldwork late last year. Mr. Eanes reviewed the areas of fieldwork that had already been completed and the areas that would begin in the coming months. Lastly, he explained that the reassessment team regularly communicated and provided updates to the Commissioner's Office.

The Board thanked Mr. Eanes for his update.

**RE: CONSENT AGENDA**

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Board adopted the Consent Agenda, as presented.

**RE: FY19 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)**

As part of the Consent Agenda, the Board approved the following budget amendments, as presented:

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>PREVIOUS BUDGET</b>	<b>BUDGET CHANGE</b>	<b>AMENDED BUDGET</b>
30026501-32425	Friends of the Library Don.	\$ (4,075.94)	\$ (700.00)	\$ (4,775.94)
47310001-46462	Books - Adult - Other Vendor	6,046.26	200.00	6,246.26
47310001-46800	Library Program Expenses	4,865.00	500.00	5,365.00
30033501-33250	Miscellaneous	(52,587.00)	(250.00)	(52,837.00)
48150007-46800	Prog. Exp. - ED Workshops	1,500.00	250.00	1,750.00
30045000-35700	Welfare - State Revenues	(1,049,050.00)	(122,623.00)	(1,171,673.00)

45311001-41111	Wages - Regular	1,616,413.00	103,465.00	1,719,878.00
45311001-42100	FICA & Medicare	121,751.00	7,915.00	129,666.00
45311001-42210	Retirement	147,617.00	9,436.00	157,053.00
45311001-42400	Group Life Ins.	21,194.00	1,355.00	22,549.00
45311001-42500	Disability Insurance	6,892.00	388.00	7,280.00
45311001-42710	Workers Comp.	2,988.00	64.00	3,052.00
<b>TOTALS</b>		<b>\$ 823,553.32</b>	<b>\$ 0.00</b>	<b>\$ 823,553.32</b>

RE: ECC PROPOSED CHANGE TO HOURLY RATES FROM ANNUAL SALARY

As part of the Consent Agenda, the Board authorized staff to change the Orange County Emergency Communications Center (ECC) staff from salary to hourly rates, effective June 30, 2019, as presented.

RE: CONTRACT WITH COUNTY WASTE OF VIRGINIA, LLC

As part of the Consent Agenda, the Board ratified the County Administrator's signature on Contract No. 75980F0CP with County Waste of Virginia, LLC, as presented.

RE: APPROVAL OF JOB DESCRIPTION FOR CUSTOMER SERVICE COORDINATOR

As part of the Consent Agenda, the Board approved the job description for the Customer Service Coordinator position, as presented.

RE: RENEWAL OF THE CONTRACTS FOR GENERAL ENGINEERING / ARCHITECTURAL SERVICES

As part of the Consent Agenda, the Board authorized staff to renew the professional engineering contracts with Draper Aden Associates (No. DA-00-16KH); RK&K (No. RKK-00-16KH); Timmons Group (No. TG-00-16KH); Wiley|Wilson (No. WW-00-16KH); EPR (No. EPR-00-16KH), for an additional one (1) year term, as presented.

RE: SURPLUS DISPOSITION OF COUNTY VEHICLE

As part of the Consent Agenda, the Board declared a 2012 Dodge Charger (VIN# 4718) as surplus and authorized staff to initiate disposal in accordance with the Board-adopted Surplus Disposition Policy, as presented.

RE: MINUTES

As part of the Consent Agenda, the Board approved the following minutes:

- January 22, 2019 Worksession
- January 22, 2019 Regular Meeting

RE: NEW BUSINESS

There were no matters for New Business at this time.

RE: OLD BUSINESS

There were no matters for Old Business at this time.

RE: DEPARTMENT DIRECTOR / CONSTITUTIONAL OFFICER REPORTS

RE: PUBLIC SAFETY RADIO PROJECT UPDATE

Stephanie Straub, Director of Management Services, provided an update on the progress of the Public Safety Radio System project. She reported on an overview of the project timeline; a review of the specs for each of the tower sites; shelter designs; system configuration and testing; tower construction; and next steps.

Discussion ensued among the Board regarding: tower shelters equipped with broadband; testing before the system installation; fiber to the tower sites via laterals; the type of generator fuel; redundancy efforts; and phasing of the tower construction.

The Board thanked the project team for the update.

RE: DEPARTMENT OF MOTOR VEHICLES (DMV) CONNECT OUTREACH PROGRAM UPDATE

Renee Pope, Commissioner of the Revenue, explained that her office, in cooperation with the Virginia Department of Motor Vehicles (DMV), recently began offering various DMV services through the DMV Connect outreach program. She added that the turn-out last month was higher than expected and she hoped to offer the program on a monthly basis.

Discussion ensued among the Board regarding: the possibility of advertising the program in high traffic areas, such as the collection sites.

The Board thanked Ms. Pope for her update.

RE: EMERGENCY COMMUNICATIONS CENTER SEMI-ANNUAL REPORT

Domonique Curry, Emergency Communications Center Director, presented the Emergency Communications Center Semi-Annual Report to the Board, which included information on the following:

- Phone call volume for both hardline and wireless 911 calls;
- Statistics for 911 calls for service;
- Staffing levels and retention rates;
- Accomplishments since August 2018; and
- Upcoming projects and goals.

Discussion ensued among the Board regarding: how the success of a medical call is measured; cross training efforts for Fire & EMS and law enforcement; and trouble areas in the County with regard to addressing and addressing corrections.

The Board thanked Ms. Curry for her presentation.

RE: PROPOSED VETERAN'S MEMORIAL AT BOOSTER PARK

Tim Moubray, Parks and Recreation Director, indicated that staff had been working with the Veteran's Memorial Group on the final design of the Veteran's Memorial and its proposed location at Booster Park. He presented renderings and graphic representations of the final design for the memorial, reviewing each of the planned features and changes that had been made. Mr. Moubray indicated he, on behalf of the Veteran's Memorial Group, was seeking approval of the final design from the Board.

Discussion ensued among the Board regarding: fundraising efforts; the plan for an interactive memorial design; in-kind donations; and the ability to add additional names in the future.

On the motion of Mr. Crozier, seconded by Mr. Frame, which carried by a vote of 5-0, the Board approved the design plan for the Veteran's Memorial at Booster Park, as presented.

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

RE: COUNTY ATTORNEY'S REPORT  
The County Attorney had nothing to report on at this time.

RE: COUNTY ADMINISTRATOR'S REPORT

RE: BUILDING AND DEVELOPMENT SERVICES, INSPECTIONS, AND PLANNING SERVICES WORK GROUPS

R. Bryan David, County Administrator, explained that, in furtherance of the Board's priority to provide high-quality citizen services, a reorganization of the Departments of Planning and Zoning and Building Inspections had been under development and implementation. He added the reorganization provided more efficient and responsive customer service through a combination of realigning and integrating duties and responsibilities; promoting and reassigning current personnel; and adding an administrative support position.

Mr. David stated that, as part of the reorganization, three (3) work groups had been created to provide construction and land development services to residents and the business community: Building and Development Services, Inspections, and Planning Services. He briefly reviewed the focus area of each of the work groups.

Discussion ensued among the Board regarding: the ability to forward planning-related issues to Planning Services; and evolvement of the reorganization as time passed.

The Board thanked Mr. David for the update.

RE: BOARD COMMENT

Vice Chairman Crozier commented that he wanted the County to continue working toward having an in-house reassessment office.

Supervisor Goodwin commented on the disturbing amount of roadside litter throughout the County.

RE: INFORMATIONAL ITEMS

The Board received the following correspondence for its information:

- Office on Youth Quarterly Report
- CSA Monthly Report

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

There were no appointments at this time.

RE: CALENDAR

The Board received copies of its calendar of meetings for the months of February 2019, March 2019, and April 2019.

RE: CLOSED MEETING

At 6:19 p.m., Mr. Lacheney read the following motion authorizing Closed Meeting:

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

- Discussion, consideration, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the public body,

concerning CSA, FAPT, Planning, Broadband, and Fire and EMS. - §2.2-3711(A)(1) of the Code of Virginia

- Consultation with legal counsel employed or retained by the public body regarding specific legal matters concerning Orange Volunteer Rescue Squad, requiring the provision of legal advice by such counsel. - §2.2-3711(A)(8) of the Code of Virginia
- Discussion of the award of a public contract, with respect to the Landfill, involving the expenditure of public funds, including interviews of bidders or offerors and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. - §2.2-3711(A)(29) of the Code of Virginia

WHEREAS, pursuant to §§2.2-3711 (A)(1), (A)(8), and (A)(29) of the Code of Virginia, such discussions may occur in Closed Meeting;

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

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Board adopted the resolution authorizing Closed Meeting, as presented. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: CERTIFICATION OF CLOSED MEETING

At 7:00 p.m., Ms. Simpson read the following resolution certifying Closed Meeting:

WHEREAS, the Orange County Board of Supervisors 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: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: PUBLIC COMMENT

At 7:03 p.m., Chairman White opened the floor for public comment.

There being no speakers, public comment was closed at 7:03 p.m.

RE: ADJOURN

On the motion of Mr. Crozier, seconded by Mr. Frame, which carried by a vote of 5-0, the Board adjourned the meeting at 7:05 p.m. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

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James K. White, Chairman

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R. Bryan David, County Administrator