

BOARD OF SUPERVISORS MINUTES

FEBRUARY 27, 2018

At a regular meeting of the Orange County Board of Supervisors held on Tuesday, February 27, 2018, 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. Crozier, 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

There were no Special Presentations or Appearances at this time.

RE: CONSENT AGENDA

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

RE: FY18 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BUDGET	BUDGET CHANGE	AMENDED BUDGET
47310001-41902	Wages - Holiday	\$ 295.00	\$ 288.00	\$ 583.00
49150001-41901	Market Reclass. Salary Adj.	306.00	(288.00)	18.00
30045030-36100	DCJS - Victim Witness	(91,816.00)	68,778.00	(23,038.00)
30046001-36100	DCJS - Victim Witness	0.00	(68,778.00)	(68,778.00)
43231001-41111	Wages - Regular	2,351,239.00	(109,277.00)	2,241,962.00
43231001-42100	FICA & Medicare	188,597.00	(1,518.00)	187,079.00
43231001-42100	FICA & Medicare	188,597.00	(6,071.00)	182,526.00
43231001-42210	Retirement	215,975.00	(10,624.00)	205,351.00
43231001-42310	Medical Insurance	277,916.00	(16,695.00)	261,221.00
43231001-42400	Group Life Insurance	30,147.00	(1,518.00)	28,629.00
43231001-42710	Workers Comp.	86,042.00	(4,553.00)	81,489.00
43231001-42310	Medical Insurance	277,916.00	(758.00)	277,158.00
43231001-42500	Disability Insurance	8,796.00	(759.00)	8,037.00
30046001-37010	Federal Grant - Misc.	(151,773.00)	151,773.00	0.00
30030006-33500	Donations - Animal Shelter	(24,720.97)	(717.00)	(25,437.97)
43520003-43115	Prof. Serv. - Emergency Vet	25,220.97	717.00	25,937.97
30035001-34025	Insurance Recovery	0.00	(16,400.00)	(16,400.00)
44240001-46105	Vehicle Supp. - Other	7,500.00	16,400.00	23,900.00
TOTALS		\$ 3,390,237.00	\$ 0.00	\$ 3,390,237.00

RE: ORANGE COUNTY ANIMAL SHELTER; SENIOR ANIMAL CARETAKER POSITION

As part of the Consent Agenda, the Board authorized the County Administrator to do those things necessary to create a third Senior Animal Caretaker position, as presented.

RE: MINUTES

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

- February 13, 2018 Worksession
- February 13, 2018 Regular Meeting

RE: NEW BUSINESS

RE: PURCHASE OF A VAN FOR THE COOPERATIVE EXTENSION OFFICE

Kaci Daniel, Extension Agent, presented a request to the Board for the purchase of a minivan to be used for Extension Office programming and business. She noted that the 4-H Foundation would contribute \$10,000 towards the purchase, with the remaining balance to be funded from Line Item 48301001-43100, which required approval from the Board. Ms. Daniel further explained that the 4-H Foundation requested a Memorandum of Understanding (MOU) stipulating that the new vehicle would be used by the Extension Office only.

Discussion ensued among the Board regarding: whether the new minivan would be large enough to meet the needs; and the main reason for requiring the MOU for use of the vehicle.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board authorized the Extension Office to purchase a Dodge Caravan, approved the transfer of \$13,424.75 from Line Item 48301001-43100 for the purchase, and authorized the County Administrator to execute a Memorandum of Understanding (MOU) regarding the use of the minivan, as presented.

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

RE: OLD BUSINESS

There were no matters for Old Business at this time.

RE: DEPARTMENT DIRECTOR / CONSTITUTIONAL OFFICER REPORTS

RE: ANNUAL BILLING OF PUBLIC SERVICE CORPORATIONS

Renee Pope, Commissioner of the Revenue, presented a request to the Board to amend the billing cycle for Public Service Corporations. She requested authorization to change the billing from twice per year to once per year, which would alleviate confusion associated with supplemental billings and would be far more efficient.

Discussion ensued among the Board regarding: the process used by other localities; how much revenue was generated through these billings; and overall effect on cash flow.

On the motion of Mr. Crozier, seconded by Mr. Goodwin, which carried by a vote of 5-0, the Board authorized the Commissioner of the Revenue to amend the billing cycle for Public Service Corporations from twice per year to once per year, as presented.

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

RE: FEMA FLOOD MAP UPDATE

Josh Frederick, Planning and Zoning Director, provided information to the Board from the Federal Emergency Management Agency (FEMA) regarding the modernization and update of its Flood Insurance Rate Maps (FIRMs) for several localities in Virginia, including Orange County. He explained that Hydrologic modeling capabilities had expanded significantly since the last FIRM update, which resulted in significant changes to the proposed floodplain maps for Orange County. Mr. Frederick noted that FEMA would provide public comment periods throughout the year on the proposed FIRM updates, and he wanted to allow the Board ample time to review the materials and respond, as appropriate.

Discussion ensued among the Board regarding: dam inundation maps; Keaton's Run; the number of affected parcels and structures; impacts on property owners; flood prone properties vs. flood plain properties; how the County was supposed to react to the changes; the provision of a Press Release or public notice to advise property owners; the need to address constituent concerns; the current FEMA comment period; and the possible need to amend the local floodplain ordinance.

The Board took the information regarding the FEMA Flood Map Update under advisement, and there was no action taken at this time.

RE: FINANCE QUARTERLY REPORT

Glenda Bradley, Assistant County Administrator for Finance and Management Services, presented the Finance Quarterly Report, which included information on the following topics: General Fund revenues; General Fund expenditures; a summary of the Schools, Social Services, Debt Service, Insurance Internal Service, Capital Projects, Airport, and Landfill Funds; and a review of cash balances.

The Board thanked Ms. Bradley for her presentation.

RE: COUNTY ATTORNEY'S REPORT

The County Attorney had nothing to report on at this time.

RE: COUNTY ADMINISTRATOR'S REPORT

RE: BOARD OF SUPERVISORS' TWO-YEAR PRIORITIES (FY16-17 - FY17-18); FIRST QUARTER UPDATE

R. Bryan David, County Administrator, provided a brief quarterly update to the Board on its Two-Year Strategic Priorities, reviewing the progress that had been made on each priority to-date. Additionally, Mr. David reminded the Board it would be appropriate to have its next Retreat this year, in keeping with the two-year cycle.

Discussion ensued among the Board regarding: topics to address during the Retreat; update of the Two-Year Priorities; and visioning efforts.

The Board took the information regarding the Two-Year Strategic Priorities under advisement, and there was no action taken at this time.

RE: BOARD COMMENT

Supervisor Johnson requested that an additional worksession be scheduled to discuss the Consolidated Public Safety Facility. The Board agreed the topic could be discussed during the budget worksession on March 6, 2018.

RE: INFORMATIONAL ITEMS

There were no Informational Items at this time.

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

By consensus, the Board appointed Carla Everhart as the District Five Representative on the Social Services Board, filling the unexpired four-year term of Donalda Lovelace, with said term commencing immediately and expiring on June 30, 2018.

RE: CALENDAR

The Board received copies of its calendar of meetings for the months of February 2018, March 2018, and April 2018.

RE: CLOSED MEETING

At 6:03 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, or interview of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, or disciplining, of specific public officers, appointees, or employees of the public body. - §2.2-3711(A)(1) of the Code of Virginia
- Discussion or consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. - §2.2-3711(A)(3) of the Code of Virginia
- Discussion concerning a prospective business or industry, or the expansion of an existing business or industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. - §2.2-3711(A)(5) of the Code of Virginia
- Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected. - §2.2-3711(A)(6) of the Code of Virginia
- Consultation with legal counsel pertaining to actual or probable litigation, where such consultation in an open meeting would adversely affect the negotiating or litigating posture of the public body. - §2.2-3711(A)(7) of the Code of Virginia
- 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)(8) of the Code of Virginia
- Discussion of the award of a public contract 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)(3), (A)(5), (A)(6), (A)(7), (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 aforesaid matters in Closed Meeting.

On the motion of Mr. Johnson, seconded by Mr. Frame, 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 7:06 p.m., Ms. Simpson 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: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

RE: PUBLIC COMMENT

At 7:06 p.m., Chairman White opened the floor for public comment.

The following individual spoke:

- Ann Kloeckner, Representative of Legal Aid Works

There being no further speakers, Chairman White closed public comment at 7:10 p.m.

RE: PRESENTATION OF THE COUNTY ADMINISTRATOR'S RECOMMENDED BUDGET FOR FISCAL YEAR 2019

R. Bryan David, County Administrator, and Glenda Bradley, Assistant County Administrator for Finance and Management Services, presented the County Administrator's Recommended Budget for FY19 to the Board of Supervisors. The presentation included information on the following topics: a review of the Board's Financial Policies; the County's recent bond rating upgrade; economic development statistics; the guiding principles used in developing the proposed budget; an overview of General Fund revenues; the percentage of residential real estate revenue compared to the consolidated budget; trends in local expenditures; a review of each of the categorical budget changes, including new positions, wage adjustments, and Orange County Public Schools funding; budget priorities from the School Board; and an overview of the total consolidated budget, as proposed.

The Board thanked Mr. David and Ms. Bradley for their presentation.

RE: ADJOURN

On the motion of Mr. Frame, seconded by Mr. Crozier, which carried by a vote of 5-0, the Board adjourned the meeting at 7:47 p.m. Ayes: Johnson, White, Goodwin, Crozier, Frame. Nays: None.

James K. White, Chairman

R. Bryan David, County Administrator