

BOARD OF SUPERVISORS MINUTES

MARCH 27, 2018

At a regular meeting of the Orange County Board of Supervisors held on Tuesday, March 27, 2018, beginning at 5:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: James P. Crozier, Vice Chairman; R. Mark Johnson; S. Teel Goodwin; and Lee H. Frame. Absent: James K. White, Chairman. Also present: R. Bryan David, County Administrator; Thomas E. Lachenev, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: ADOPTION OF AGENDA

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 4-0, with Mr. White being absent, the Board adopted the agenda, as modified. Ayes: Johnson, Goodwin, Crozier, Frame. Nays: None. Absent: White.

RE: SPECIAL PRESENTATIONS AND APPEARANCES

RE: PRESENTATION OF A PROCLAMATION FOR NATIONAL CHILD ABUSE PREVENTION MONTH

Vice Chairman Crozier read the Proclamation for National Child Abuse Prevention Month and presented a signed, framed copy to Alisha Vines, Office on Youth Director.

RE: CONSENT AGENDA

On the motion of Mr. Johnson, seconded by Mr. Goodwin, which carried by a vote of 4-0, with Mr. White being absent, 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
30045004-35975	Forf. Asset - DCJS Sheriff	\$ (339.70)	\$ (6,811.00)	\$ (7,150.70)
43120006-46800	Forfeited Asset Expenses	13,500.70	6,811.00	20,311.70
41251001-43385	Other Maintenance Contract	119,224.41	4,000.00	123,224.41
49140001-45900	Contingency	284,805.00	(4,000.00)	280,805.00
30030006-33500	Donations - Animal Shelter	(26,594.97)	(1,455.00)	(28,049.97)
43520003-43115	Prof. Serv. - Emergency Vet	27,094.97	1,455.00	28,549.97
30026501-32425	Friends of the Lib. Donations	(3,134.28)	(1,000.00)	(4,134.28)
47312001-46462	Books - Adult - Other Vend.	875.55	1,000.00	1,875.55
30034005-34030	OT Reimbursements	(840.00)	(1,960.00)	(2,800.00)
43120001-41200	Sheriff's Office Wages - OT	175,195.00	1,960.00	177,155.00
49140001-45900	Contingency	284,805.00	(7,200.00)	277,605.00
49310001-47312	To County Capital Projects	1,166,554.00	7,200.00	1,173,754.00
30051003-39100	Transfer from General Fund	(1,166,554.00)	(7,200.00)	(1,173,754.00)
49400007-48125 C1156	Rescue Squad Bldg. - EA	0.00	7,200.00	7,200.00
TOTALS		\$ 874,591.68	\$ 0.00	\$ 874,591.68

RE: PROCLAMATION FOR LOCAL GOVERNMENT EDUCATION WEEK

As part of the Consent Agenda, the Board adopted the following proclamation, as presented:

A PROCLAMATION TO DECLARE THE WEEK OF APRIL 1-7, 2018 AS
LOCAL GOVERNMENT EDUCATION WEEK

By virtue of the authority vested in the Orange County Board of Supervisors, we hereby proclaim the week of April 1-7, 2018, as Local Government Education Week in Orange County, Virginia.

WHEREAS, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

WHEREAS, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

WHEREAS, citizen services such as law enforcement, public health and safety, recreational opportunities, and educating local children are most often delivered at the local level; and

WHEREAS, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week in April as Local Government Education Week in Virginia; and

WHEREAS, April 2, 1908 marks the creation of the Council-Manager form of government, first used in the City of Staunton, thereby making the first week of April appropriate for this designation; and

WHEREAS, as the form of government closest to constituents, local government is important because it spans across many functions, can directly impact the daily lives of citizens, and is most influenced by local voters;

NOW, THEREFORE, BE IT PROCLAIMED, on this 27th day of March, 2018, that the Orange County Board of Supervisors hereby recognizes the week of April 1-7, 2018, as Local Government Education Week; and

BE IT FURTHER PROCLAIMED, that the Orange County Board of Supervisors commits to promoting civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next generation of local government participants.

RE: ORANGE COUNTY TREASURER'S OFFICE: REVISED JOB DESCRIPTIONS

As part of the Consent Agenda, the Board adopted the revised position descriptions for the Treasurer's Office, including Chief Deputy, Deputy Treasurer/Accountant, Collections Deputy, and Deputy Treasurer I/Munis Technician, and authorized the revision of the Active Position Classification List, as presented.

RE: MINUTES

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

- March 6, 2018 Budget Worksession
- March 13, 2018 Worksession
- March 13, 2018 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: MEMORANDUM OF UNDERSTANDING (MOU) WITH THE ECONOMIC DEVELOPMENT AUTHORITY (EDA) FOR THE DISC GOLF COURSE

Phil Geer, Economic Development Director, presented a Memorandum of Understanding between the Economic Development Authority and the County of Orange, explaining that the MOU would allow Parks and Recreation to operate a disc golf course at the Lee Industrial Park. He stated that the Economic Development Authority had previously approved the MOU at its March 8, 2018 meeting, contingent upon approval by the Board of Supervisors.

Discussion ensued among the Board regarding: the acreage that would be used; the specific location within the Industrial Park; the types of equipment that would be installed for disc golf; link to the business community through sponsorships of the golf holes; solicitation of donations; and future business prospects.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 4-0, with Mr. White being absent, the Board authorized staff to execute a Memorandum of Understanding (MOU) with the Economic Development Authority (EDA) to allow Orange County Parks and Recreation to operate a disc golf course at the Thomas E. Lee Industrial Park on Tax Map No. 05700010000050, as presented.

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

RE: PARKS AND RECREATION QUARTERLY REPORT

Tim Moubray, Parks and Recreation Director, presented the Parks and Recreation Quarterly Report, which included information on the following topics:

- participation in the various youth and adult Winter programs;
- a summary of various discount ticket sales; and
- a review of upcoming programs.

The Board thanked Mr. Moubray for his presentation.

RE: SKYDIVE ORANGE; GROUND LEASE FOR NEW HANGAR

Kurt Hildebrand, Assistant County Administrator for Operations, presented a request to the Board from Skydive Orange to remove their existing Erickson hangar and construct a new hangar. He explained that the new hangar would allow separation for their expanding military contracts from their general club clients. Mr. Hildebrand indicated that revisions to the Airport Layout Plan (ALP), approval from the Federal Aviation Administration (FAA) and Virginia Department of Aviation (DOAV), airspace clearance approval, and an environmental study would need to be approved prior to the construction of the new hangar.

Mr. Hildebrand stated that, should the Board agree to move forward with the request, it would be appropriate to begin discussions regarding a ground lease agreement between Orange County and Skydive Orange.

Discussion ensued among the Board regarding: the proposed location of the new hangar; relocation of the planned T-hanger; use of the existing footprint; and alignment of the new hangar with the Airport building for improved aesthetics.

By consensus, the Board authorized staff to negotiate a ground lease agreement between the County of Orange and Skydive Orange for a new hangar at the Orange County Airport, as presented.

RE: COUNTY ATTORNEY'S REPORT

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

RE: COUNTY ADMINISTRATOR'S REPORT

RE: UPDATE ON THE SECONDARY SIX-YEAR PLAN

Alyson Simpson, Chief Deputy Clerk, explained that representatives from VDOT had recently attended a Board of Supervisors' worksession regarding the annual review and adoption of the County's Secondary Six-Year Plan. She provided highlights from the worksession, an overview of projects that were completed below estimated costs, funding projections; and a list of recommended projects to add to the upcoming Secondary Six-Year Plan (SSYP).

Ms. Simpson stated that staff was seeking determination from the Board on projects to include in next year's SSYP, in addition to scheduling the Public Hearing for a meeting in May.

Discussion ensued among the Board regarding: the surplus balance of funds to be programed; recommended projects; project cost estimates; Westwind Drive; improvements at the Route 3 and Lake of the Woods intersection for the location of the stoplight; the need to send recommendations and prioritization of projects to VDOT; and entrance permit violations.

By consensus, the Board agreed to schedule this matter for its meeting on April 10, 2018, understanding the need to determine recommendations for inclusion in the draft Secondary Six-Year Plan (SSYP), as presented.

RE: PROJECT CONSENT FOR THE VIRGINIA DEPARTMENT OF TRANSPORTATION

Alyson Simpson, Chief Deputy Clerk, indicated that VDOT had previously provided project plans for safety improvements to the following locations in Orange County:

- Route 15 N near the Gordonsville Traffic Circle; and
- Route 20/522 Intersection in Unionville.

Ms. Simpson noted that funds were available to complete these projects through the County Safety and Operational Improvement (CSOI) Funds. She added that these funds were available through the Louisa Residency at no cost to the County, nor would these projects impact any resources available through the Secondary Six-Year Plan.

On the motion of Mr. Goodwin, seconded by Mr. Johnson, which carried by a vote of 4-0, with Mr. White being absent, the Board provided its consent to the Virginia Department of Transportation (VDOT) for the completion of the Route 15 N project and the Route 20/522 intersection project using County Safety and Operational Improvement (CSOI) funds, as presented.

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

RE: GENERAL ASSEMBLY LEGISLATIVE UPDATE

R. Bryan David, County Administrator, provided an update on the final disposition of the legislative items of which the Board had established a position and requested support or opposition.

The Board took the information regarding the General Assembly Legislative Update under advisement, and there was no action taken at this time.

RE: COMMONWEALTH OF VIRGINIA'S 2018-2020 BIENNIUM BUDGET UPDATE

R. Bryan David, County Administrator, explained that the Regular Session of the General Assembly had adjourned this year without adopting the State's 2018-2020 biennium budget. He added that the General Assembly was scheduled to meet again on April 11, 2018, at which time the budget would be discussed again. Mr. David presented information to the Board regarding the receipt of funds from the State and a contingency plan should a budget not be adopted.

Discussion ensued among the Board regarding: authorization of the contracts for teachers; and the differences between funding in the various versions of the State budget.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 4-0, with Mr. White being absent, the Board:

- Cancelled the worksession scheduled for April 5, 2018;
- Scheduled the Tax Year 2018 rates for adoption on April 10, 2018; and
- Deferred consideration of the FY19 Operating and Capital Budgets until April 24, 2018.

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

RE: STRATEGIC PLANNING RETREAT UPDATE

R. Bryan David, County Administrator, stated that the Board's biennial Strategic Planning Retreat was proposed for April 28, 2018, at the Airport Conference Room. He explained that the Board had expressed interest in reviewing its Strategic Priorities at the Retreat, as well as the services provided by the Department of Fire and EMS. Mr. David requested guidance from the Board regarding other topics that should be considered during the Retreat, and how staff could best support the Board prior to, during, and after the Retreat.

The Board took the information regarding the Strategic Planning Retreat under advisement, and there was no action taken at this time.

RE: ROYAL NETHERLANDS EMBASSY UPDATE

R. Bryan David, County Administrator, stated that the County had recently hosted the Royal Netherlands Embassy, which had been a great task for the Tourism and Economic Development Offices. He briefly reviewed next steps planned, adding that a full recap would be provided at the April 10, 2018 meeting.

The Board took the information regarding the Royal Netherlands Embassy update under advisement, and there was no action taken at this time.

RE: BOARD COMMENT

Mr. Frame commented on the High School students that had participated in the Netherlands visit, indicating pride toward their contributions. Additionally, he noted a great turnout and press coverage for the events related to the Netherlands visit.

RE: INFORMATIONAL ITEMS

The Board received the following correspondence for its information:

- CSA Monthly Report
- Orange County 4-H Annual Report for 2017
- Family and Consumer Sciences Annual Report for 2017
- February 6, 2018 Culpeper Soil and Water Conservation District (CSWCD) Minutes

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 March 2018, April 2018, and May 2018.

RE: CLOSED MEETING

At 6:04 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 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
- 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

WHEREAS, pursuant to §§2.2-3711 (A)(1), (A)(3), (A)(7), and (A)(8) 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.

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 4-0, the Board adopted the resolution authorizing Closed Meeting, as presented. Ayes: Johnson, Goodwin, Crozier, Frame. Nays: None. Absent: White.

RE: CERTIFICATION OF CLOSED MEETING

At 7:00 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, Goodwin, Crozier, Frame. Nays: None. Absent: White.

RE: PUBLIC COMMENT

At 7:00 p.m., Vice Chairman Crozier opened the floor for public comment.

There being no speakers, public comment was closed at 7:00 p.m.

RE: ADJOURN

On the motion of Mr. Frame, seconded by Mr. Goodwin, which carried by a vote of 4-0, with Mr. White being absent, the Board adjourned the meeting at 7:00 p.m. Ayes: Johnson, Goodwin, Crozier, Frame. Nays: None. Absent: White.

James K. White, Chairman

R. Bryan David, County Administrator