

LUNENBURG COUNTY BOARD OF SUPERVISORS  
GENERAL DISTRICT COURTROOM  
LUNENBURG COURTS BUILDING  
LUNENBURG, VIRGINIA

**Minutes of April 30, 2015 Meeting**

The budget work session meeting of the Lunenburg County Board of Supervisors was held Thursday, April 30, 2015 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following Board of Supervisors members were present: Supervisors T. Wayne Hoover, Alvester Edmonds, Edward Pennington, Charles R. Slayton, Frank Bacon, David Wingold, County Administrator Tracy M. Gee, Assistant to the Administrator Nicole Clark and County Attorney Frank Rennie. Supervisor Robert Zava was absent.

Chairman Wingold called the meeting to order.

A moment of silence was held for Supervisor Zava due to him recovering from a recent surgery.

Supervisor Pennington gave the invocation.

Mr. James Garnett, Chairman for the Piedmont Regional Jail Board, Mr. Donald Hunter, Superintendent and Ms. Vivian Giles, Finance Committee Chair were present to discuss the possible purchase of the jail's neighboring property as discussed at the April 9<sup>th</sup> Supervisors' meeting. Mr. Hunter began stating that they were requesting a resolution supporting the purchase of a neighboring parcel of 33 acres at the selling price of \$95,000. He added that the land had enough timber to recoup about half of the selling price. He noted that funding of the land purchase would come from the Piedmont Detention Center. Mr. Hunter stated that at some point in the future one or both of their facilities would need to expand and purchasing this land would allow for expansion.

Ms. Giles commented that the current asking price of \$95,000 was the lowest it's ever been, therefore now was the time to make the purchase as an expansion would be necessary in the future. She reiterated that funding would come from the Juvenile Detention Center. She added that the jail provides meals to the Detention Center, therefore constituting the jail's use of the funds and the need for close proximity to the jail. Ms. Giles noted that the land does have some low spots; however, by hauling in some dirt, most all of the land can be utilized.

Supervisor Pennington questioned when the purchase would take place.

Ms. Giles stated that the offer had been accepted. Once all the counties pass a resolution, the purchase will occur.

Supervisor Hoover asked if the current facility was full.

Ms. Giles responded no, but the facility is aging and some pods will need to be replaced. The superintendent and board are continuously working to increase the population.

Supervisor Hoover asked who would pay for an expansion.

Ms. Giles stated that the localities will pay for any expansions which at some point the Department of Justice will mandate.

Supervisor Hoover asked when the mandate would occur.

Mr. Hunter replied that the time frame is uncertain right now. He gave the example of the state requiring 27 intake cells, however, the jail only had the space for 12 intake cells. He added that the extra land would be helpful in such a case of this one.

Supervisor Hoover questioned if the land is purchased now, will the Jail board be asking for more funding to build in year. He is concerned with the large increase in payments the County has made over the past two years and the request for additional funds for expansions.

Ms. Giles, who is also the County Administrator and County Attorney for Cumberland County, stated that her locality struggles with the same concerns.

Supervisor Hoover commented that Lunenburg's budget cannot absorb another construction project therefore he doesn't see the need to purchase the property.

Ms. Giles said that construction projects could be 15-20 years down the road, however, the land is at its cheapest price now.

Supervisor Hoover stated that he would prefer to table this request until all supervisors could be present for discussion.

Ms. Giles noted that the PRJ board would like to have an answer as soon as possible because the current land owners are holding the property and have been for two months.

Supervisor Edmonds made motion, seconded by Supervisor Hoover and unanimously approved, to table the topic until the next meeting.

Supervisor Bacon arrived at 6:30 p.m.

Mr. Ollie Wright, Secretary of the Electoral Board, explained to the Board the State Board of Elections has decertified the County's voting machines. The County is unable to hold an election until new certified machines are obtained. The total cost will be between \$130,000 and \$150,000. He stated that the Electoral Board is in the process of evaluating the equipment and service from the top three vendors of certified optical scan voting equipment and soliciting proposals. They will formulate a recommendation and bring it to the board for final approval. They will need approval quickly in order to have the new machines and training in place for the November election.

Supervisor Hoover questioned what the State would do if we refused to purchase the new machines since the old machines are still functional.

Supervisor Bacon asked if paper ballots could be used.

Mr. Wright replied that paper ballots could be used, however, that method is the most difficult, time consuming, and inaccurate. The State decertified the current machines, so they are not allowed to be used.

Supervisor Hoover stated that the Board could increase their part time budget and the cost will still be less than the cost of the new machines.

Mr. Wright commented that Supervisor Hoover's comment was probably accurate; however, time is also a factor as ballots must be turned in the Friday after the election.

Supervisor Bacon asked how many people vote in Lunenburg County.

Mr. Wright stated around 5,000-6,000.

Administrator Gee asked Mr. Wright to calculate an estimate for a paper ballot and present it to the Board.

Supervisor Hoover noted that paper ballot voting may be a reality and suggested the possibility of purchasing one machine to read the paper ballot to reduce the amount of time to tally the votes.

Supervisor Hoover lead discussion of the FY2015-2016 proposed budget. He complimented Administrator Gee for compiling the information and its presentation. He stated that Supervisor Bacon would be sitting in for Supervisor Zava on the Finance Committee until he was able to return.

Administrator Gee provided the FY16 budget worksheet for review which included a comparison to FY15. She noted that revenue for taxes only slightly increased. Also there is a decrease in delinquent taxes which means tax payers are making payments on time. However, the County loses on interest and penalties. Administrator Gee highlighted some changes in expenses. There is a 2% increase in County office personnel costs for state mandated staff raises. The Finance Committee is recommending a 2% increase for all County staff and not just the state-mandated staff. Administrator Gee noted that the health insurance renewal rates had increased 24% and therefore the County has gone out for bid. She advised that the PRJ budget has increased \$24,000 due to an increased number of Lunenburg inmates. The STEPS appropriation was reduced to \$5,000 since the Victoria plant is still not operating at full capacity. Administration Gee noted a reduction in debt service for this year, but it will increase again over the next three years. She stated that the school was flat funded and the Finance Committee agreed to allow them to use carryover funds toward their debt service payment as in the past. She added that this will allow them to operate but won't allow for any of the capital projects the school requested. Administrator Gee noted that the Board would need to notify the School Board of their proposed appropriation as the School Board needs to prepare staff contracts. There is a \$300,000 use of landfill fund surplus in order to cover the revenue shortfall in the general fund for operations.

Supervisor Hoover asked if any Board member had questions or comments about the proposed budget.

Supervisor Bacon questioned if Supervisor Zava would be pleased with the proposal.

Supervisor Hoover replied yes, the proposed budget is conservative. He stated that health insurance is the item in question at this point.

Supervisor Bacon commented that the sale of the landfill was very beneficial to the County as those funds are available to save the Board from using general fund surplus to operate.

Supervisor Edmonds suggested each Board member review the proposed budget and discuss again at the next meeting.

Administrator Gee requested permission to inform school administration that they would be flat-funded so they may continue in their budget process.

The Board confirmed by roll call consensus.

Administrator Gee requested authorization to pay the remaining \$80,000 payment to the Tobacco Commission from the Economic Development, #225, holding fund and subsequently close that fund.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to appropriate \$80,000 to the Tobacco Commission.

Administrator Gee requested re-appropriation of remaining unused funds from the Health Department line item to the Community Action Agency in the amount of \$16,474. She stated the funds would be used for a head start program and other community needs. All funds will be used within the County.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to appropriate \$16,474 to the Community Action Agency.

Administrator Gee stated that the Real Estate purchase by Mr. David Hite of the parcels on Ward's Corner and Hardy Road. She requested the Board appropriate the proceeds \$34,500 into the reassessment fund.

Supervisor Hoover made motion, seconded by Supervisor Edmonds and unanimously approved, to appropriate the proceeds of \$34,500 into the reassessment fund.

Administrator Gee discussed requesting a financial review of those organizations who receive capital improvement funds, such as the emergency service organizations. She suggested that those organizations submit a listing of revenues and expenses for the past two fiscal years. After the board reviews the financials, a determination will be made on appropriating funds.

The Board agreed with Administrator Gee's request and asked that she send a letter to Victoria Fire & Rescue, Meherrin Fire & Rescue, Kenbridge Fire Department and Kenbridge Emergency Squad.

Administrator Gee informed the Board that both of the cleaning personnel employees were out of work for an extended time due to medical reasons. She advised that due to the urgency of needing part-time help, she would not be advertising the position.

Administrator Gee noted that due to the time needed by Supervisor Zava for medical recovery, his position on the Landfill Committee would need to be filled temporarily. She suggested Supervisor Slayton since he no longer serves on the Old Dominion RC&D, which dissolved in March.

Mrs. Beverley Hawthorne shared a list of Enterprise Zone Tax Incentives for the Tax Year 2014. She stated that the total for Payment Year 2015 was \$26,800.05

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A3 Acquisition or Disposition and §2.2-3711A5 Prospective Business.

CERTIFICATION OF CLOSED SESSION MEETING

WHEREAS, the Board of Supervisors of Lunenburg County, Virginia (“Board”) convened a Closed Session Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section §2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

VOTING YES

Supervisor Hoover  
Supervisor Edmonds  
Supervisor Pennington  
Supervisor Bacon  
Supervisor Slayton  
Supervisor Wingold

VOTING NO

ABSENT

Supervisor Zava

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to return to Open Session.

Supervisor Slayton inquired as the status of the fencing at the new dump site at the courthouse.

Mrs. Hawthorne stated that she would have pricing information at the next board meeting. She commented that construction at the Switchback site was on schedule and would be completed in mid-May. She advised of two new convenience centers that the County will begin construction on in the near future, Rocky Mill and Beaver Creek. She added that there will be cost savings in engineering and design as the County will be able to use the same plans as the Owl Creek site and Nutbush site respectively.

Supervisor Hoover made motion, seconded by Supervisor Bacon and unanimously approved, to adjourn.

---

Tracy M. Gee, Clerk  
County Administrator

---

Edward W. Pennington, Chairman  
Board of Supervisors