

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

Minutes of May 12, 2016 Meeting

The regularly scheduled meeting of the Lunenburg County Board of Supervisors was held on Thursday, May 12, 2016 at 6:00 pm in the General District Courtroom, Lunenburg Courts Building, Lunenburg, Virginia. The following members were present: Supervisors T. Wayne Hoover, Frank Bacon, Edward Pennington, Charles R. Slayton, Alvester Edmonds, David Wingold, Robert Zava, County Administrator Tracy M. Gee, Assistant to the Administrator Nicole Clark, and County Attorney Frank Rennie.

Chairman Wingold called the meeting to order.

Supervisor Hoover gave the invocation and led the pledge of allegiance.

Chairman Wingold requested additions to the agenda from the Board and the public.

Supervisor Slayton requested that a potential litigation issue be added to the closed session discussion.

Supervisor Pennington made motion, seconded by Supervisor Slayton and unanimously approved, to accept the Consent Agenda to include the Minutes of the April 14, 2016 meeting, the Treasurer's March 2016 reports and the following Warrants for Approval:

April 2016:

Payroll: Direct Deposit	\$ 110,176.38
Payroll Taxes Federal:	\$ 37,989.77
Payroll Taxes State:	\$ 6,288.79
Payroll VRS payment:	\$ 30,111.29
Payroll ICMA-RC payment:	\$ 173.20
Accounts Payable: #52501-52635	<u>\$ 467,176.40</u>

Total:	\$ 651,915.83
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Supervisor Pennington made motion, seconded by Supervisor Bacon and unanimously approved, to enter public hearing regarding the proposed 2016-2017 County Fiscal Budget.

Administrator Gee highlighted several aspects of the proposed budget. She noted that \$30,000 was included for a new part-time landfill liaison position. The Victim Witness Coordinator budget was increased by \$20,000 for the position to be considered full-time, which was funded by an increase in the grant from the State. The FCS position at the Cooperative Extension Office was eliminated, reducing the local contribution. The proposed budget included 2% salary increases for all staff, effective December 1, 2016. An increase in funding of \$8,000 to assist with staffing for Kenbridge Emergency Squad was included in the proposal, per the verbal agreement the County made with KES in September 2015 to assist them during their hardship. Administrator Gee also noted an increase of \$52,700 for employee health insurance benefits, however, she will be sharing

some potential ways to reduce that figure. Administrator Gee shared some upcoming big projects to include upgrades to the 911 Center phone system, a septic system upgrade for the courthouse complex, and replacement of the roofing and siding at the Commissioner of the Revenue and Treasurer's Office.

Supervisor Hoover noted that again there would be no tax increase.

Administrator Gee advised that although there would be no tax increase, \$112,000 would be pulled from surplus and \$250,000 from the solid waste fund, both into the general fund to support the proposed budget. She noted that the county would be receiving an additional \$20,000 from the State for the Department of Social Services, in addition to a complete salary alignment for their staff.

There was no public comment.

Supervisor Edmonds made motion, seconded by Supervisor Bacon and unanimously approved, to exit public hearing regarding the proposed 2016-2017 County Fiscal Budget.

Supervisor Hoover, of the Finance Committee, thanked Administrator Gee and other county offices. He noted that all are actively working to conserve where they can.

The monthly VDOT report was provided.

Mr. Barry Carnes, Chairman of the School Board, approached the Board noting that the budget and monthly report were handed out. Chairman noted that Superintendent Charles Berkley was unable to attend the meeting. He advised that a water main break in the Town of Kenbridge affected the Kenbridge Elementary School. The break occurred after 2:00 pm., therefore the school closed at regular time.

A letter from the Sheriff's Office advised that the Compensation Board approved a vacancy savings budget request as there were vacant Comp Board positions. The Sheriff requested the transfer of \$24,068 to office expenses for the purchase of multiple supplies and tools for the office. Approval was requested from the Board of Supervisors, because if the funds are not spent they will be lost to the department.

Supervisor Hoover made a motion, seconded by Supervisor Pennington and unanimously approved, to accept the transfer of \$24,068 from personnel to supplies due to the vacant Comp Board positions.

Mrs. Donna Dagner, Chair of the Electoral Board, approached the Board to request an increase in their appropriation based on additional expenses due to three elections and increase of training costs. She requested that a \$9,200 increase (with a portion reimbursed by the state) for the current fiscal year. This amount will cover the additional costs of wages of the Officers of Elections and cost of printing for all three elections. It also includes \$500 for travel/training expenses which are required by state law. Mrs. Dagner continued that an additional \$3,926 was needed for the upcoming 2016-17 fiscal year for part-time wages, printing, travel/training, postage and dues/memberships. Mrs. Dagner noted that the biggest expense recently has been the cost of the new paper ballots. She added that the Electoral Board can't always predict the number of ballots needed, however they must account for each registered voter.

Supervisor Pennington questioned what would happen if they ran out of paper ballots during an election.

Mrs. Carolyn Parsons, Registrar, replied that ballots for handicap persons are entered electronically and then a paper ballot is printed out. She stated that in the case that paper ballots were not available, the handicap ballots could be used.

Mrs. Dagner commented that additional workers would be needed for the Presidential election as the projections are showing a 5% increase of registered voters. Also postage will increase for mailing out absentee and military ballots.

Supervisor Hoover questioned how much of the \$9,200 increase would be reimbursable by the state.

Mrs. Dagner replied 85%.

Supervisor Zava asked where the additional funding would come from.

Administrator Gee advised that savings from the Cooperative Extension Office vacant position could be utilized.

Supervisor Bacon made a motion, seconded by Supervisor Pennington and unanimously approved, to approve the allocation request from the Electoral Board of \$9,200 for FY 2016-16 and increase the appropriation by \$3,296 for FY 2016-17.

Administrator Gee noted that Commonwealth Attorney Robert Clement also has vacancy savings in his temporary personnel line item. He requested those funds of \$8,500 be moved to office expenses so he will not lose the funding, a request comparable to the Sheriff's request.

Supervisor Bacon made a motion, seconded by Supervisor Edmonds and unanimously approved, to allow the transfer of \$8,500 from temporary personnel to the office supplies line item.

Administrator Gee advised that the County had received a renewal quote for health insurance from Optima and the rate increased 29%. Therefore, she requested that the County's consultants, Insurance Services South (ISS), request bids from other carriers and Optima. ISS is recommending that the County continue with the current carrier, but with some modifications.

Mrs. Rachel Griffin Gee of ISS was present to discuss the options. She explained that bids were received from Anthem, The Local Choice and Optima. They also received bids from the current dental and vision carriers, Delta and VSP, guaranteeing the same rates. Mrs. Gee noted that Optima's initial bid was high, due to costly claims in the previous year and the pool rating. However, ISS was able to negotiate the increase down to 14% over the previous year's rate. Mrs. Gee explained that the plans did have a few minor differences. The deductible amount increased slightly, which was an Affordable Care Act requirement. However, the maximum out-of-pocket amount remained the same. Mrs. Gee noted that the Anthem Direct bids were not comparable. She added that The Local Choice bid was close to Optima; however, they only offer 3-tiers versus the current 5-tiers with Optima. The 5-tier option allows employees with just one dependent to have a lower premium cost.

Administrator Gee added that switching to another provider with a Health Saving Account plan will require the County to also switch the banking institution that maintains the HSA. This will incur monthly fees on each employee's account. Administrator Gee explained that The Local Choice also requires payment for any claims that were not covered by the premiums if the County chose to leave their coverage in the future.

Mrs. Gee commented that the State of Virginia is in the process of creating a insurance pool package for schools and government entities to utilize. That is an avenue that may be helpful for the County once it is developed.

Administrator Gee stated that she wants to ensure low costs for the County while also maintaining suitable coverage and managing affordable dependent coverage for employees. She explained that due to the increase in cost for dependent coverage, she would like to offer those with dependents a more affordable premium option. This third option would allow those with dependents coverage to select a plan with slightly higher deductibles and out of pocket amount, but lower premiums. Therefore, Administrator Gee recommends continuing coverage through Optima Health, Delta Dental, and VSP, allowing those with dependents another medical option with lower premium rates.

Supervisor Bacon commented that \$52,700 was built into the budget for employee insurance coverage. Administrator Gee noted that the recommended plan options would reduce the increase down to approximately \$25,000 from the budgeted \$52,700.

Supervisor Edmonds made a motion, seconded by Supervisor Pennington and unanimously approved, to continue coverage through Optima Health, Delta Dental, and VSP, allowing those with dependents another option with lower premium rates.

Mr. Ray Elliott, Animal Control Officer, advised the Board that he has received multiple calls regarding unwanted livestock on neighboring properties. He consulted with VACA and Commonwealth Attorney Robert Clement regarding the state and local laws. Officer Elliott noted that Lunenburg is considered a "Fence Out" county; meaning it is the responsibility of the complainant to fence out the unwanted livestock. On the other hand, a "Fence In" county would be one that requires the owner of the livestock to keep them fenced in. Officer Elliott wanted the Board to be aware of the laws in case there are more problems in the future.

Supervisor Bacon commented that 99% of farmers keep their livestock fenced in and want them to stay fenced in. However, occasionally the livestock will get out and the farmer tries to get them back in as quickly as possible. The Board did not express any interest in pursuing a "Fence In" ordinance for the County.

Mrs. Beverley Hawthorne, Community Development Director, provided her monthly report. She advised that the lease for the Victoria IDA Roof Project is in hand and the funds will be released when the lease is signed. She advised that the baseball group that updated the old middle school girl's softball field held their first game recently.

Supervisor Zava commented that they need to obtain insurance and list the County on their certificate of liability.

Mrs. Hawthorne continued that Lunenburg would not be receiving a HB2 grant, however, may receive a safety grant through VDOT. Also she is working with both towns to apply for a \$15,000 Building Entrepreneurial Economies Planning Grant. She noted that this grant may help formulate the comprehensive plan as well as spur some small business interest in the community. Mrs. Hawthorne advised that there will be an upcoming Planning Commission Meeting to discuss two CUP applications; she will provide additional information at the next Board meeting. She also asked the Board to have any comments regarding the event permit process to her before the Planning Commission.

Supervisor Hoover commented that county emergency equipment has been installed at the Rocky Mill Cell Tower Site. He questioned if the Mill Pond site in Dundas is now listed as eligible property since the Board did not renew Verizon's CUP for the cell tower.

Mrs. Hawthorne stated that it is listed on the VA economic development website as an eligible site, but is privately-owned.

Supervisor Hoover stated that he wants to ensure the County is being proactive in searching for someone to place a tower in the area as it is a black hole for emergency responders.

Mr. Rodney Newton, Fire Chief for Victoria Fire a Rescue, stated that the Mill Pond site has been in the plan for 10 years. He added that MBC has towers available that could be used, however; the County would be responsible for finding someone to install it.

Supervisor Hoover questioned if there were any grants available to assist with the installation.

Mrs. Hawthorne replied yes, however, the grant would require a one to one match.

Mr. Newton stated that he didn't believe it was too expensive to install the tower. He reiterated that MBC stated if localities found someone to install the tower and pay for the installation, they would provide the tower at no cost. He noted that Halifax County did something similar. He will reach out to them for more information.

Mrs. Hawthorne, as Landfill Liaison, provided her monthly report. She noted that daily trash pickup at the sites continues to be a problem, mostly due to a lack of working trucks and/or drivers. She advised that the County recently received over 8 inches of rain causing the road near the landfill to be covered with mud. She added that the State Police shut down the landfill until the road could be properly cleaned and passable. Mrs. Hawthorne advised that interviews were conducted with three people for additional convenience site part-time positions; two people will start work pending drug screen and background check.

Administrator Gee provided her monthly report. She stated that she is still working on the event permit with VDOT, State Police, and the Sheriff's Office for the Re-enactment Walk on August 13th. She is working on pavement planning for the runway at the airport and hoping to receive some grant funding. She plans to have additional information on the Piedmont Regional Jail becoming an authority at the June Board meeting. Administrator Gee noted that the Administrative Office manager position at Social Service has been filled and the new hire will start on May 16th.

County Attorney Rennie commented on the sale of 2 acres near the STEPS building in Victoria. Mrs. Hawthorne added that Southern States now owns the property and will have a gas distribution station located on the 2 acres. It will be used as a fueling station for their trucks.

Supervisor Bacon made a motion, seconded by Supervisor Hoover and unanimously approved, to enter Closed Session citing Virginia Code Section §2.2-3711A1 Personnel, §2.2-3711A3 Acquisition or Disposition of Publicly Held Real Property, §2.2-3711A4 Protection of the Privacy of Individuals, §2.2-3711A5 Prospective Business, and § 2.2-3711A7 Legal Consult.

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

VOTING NO

ABSENT

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

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

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

Tracy M. Gee, Clerk
County Administrator

David E. Wingold, Sr., Chairman
Board of Supervisors