

April 13, 2017

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 3:00 p.m. in the Bridge Conference Room located on the fourth floor of the Nelson County Courthouse, in Lovingson Virginia.

Present: Allen M. Hale, East District Supervisor
Thomas H. Bruguere, Jr. West District Supervisor– Vice Chair
Larry D. Saunders, South District Supervisor
Thomas D. Harvey, North District Supervisor – Chair
Stephen A. Carter, County Administrator
Candice W. McGarry, Administrative Assistant/Deputy Clerk
Debra K. McCann, Director of Finance and Human Resources
Sherriff David Hill, Sheriff’s Department
Captain Robert New, Sheriff’s Department
Major Larry Cindrck, Sheriff’s Department

Absent: Constance Brennan, Central District Supervisor

I. Call to Order

Mr. Harvey called the meeting to order at 3:10 PM, with four (4) Supervisors present to establish a quorum and Ms. Brennan being absent.

II. FY17-18 Budget Work Session

The following table reflects changes made to the considerations list during the meeting.

Considerations:			
Department		1st Draft Budget	Revisions
		Staff	BOS
<u>Finance</u>			
Finance Technician-part-time to full time	\$26,067	Funded	Funded

April 13, 2017

<u>Technology</u> (Update from Susan Rorrer)			
Replace phone system	\$70,000	*Funded	*Funded
Replace primary network server	\$20,000	*Funded	*Funded
BOS IPad	\$3,500	Not Funded	Not Funded
<u>Commonwealth Attorney</u>			
Supplement for Assistant Attorney	\$2,978	Not Funded	
Locally funded clerical position-part-time to full time	\$21,819	Not Funded	
<u>Sheriff</u>			
New position-full time investigator	\$50,000	Not Funded	Not Funded
Clerical position-part-time to full time	\$22,849	Not Funded	Funded
DARE	\$4,000	Not Funded	
Police Supplies (Level funding of \$17,500 budgeted)	\$7,500	Not Funded	
In Car and Body Camera System	\$133,050	Not Funded	
<u>Public Safety & Emergency Services</u>			
Dispatcher Holiday Pay	\$7,920	Funded	Funded
<u>E911 Program</u>			
CAD replacement	\$170,000	Not funded	Not funded
<u>Animal Control</u>			
Tasers	\$4,000	*Funded	*Funded
<u>Building and Grounds</u>			
New position-full time maintenance worker	\$44,470	Not Funded	Not Funded
Rent Increase (relocation of Planning/Building Inspection)	\$11,964	Funded	Not Funded

April 13, 2017

<u>Motor Pool</u>			
6 Sheriff Vehicles plus equipping (original request \$254,448)	\$100,000	*Funded	
2 Building Inspections Vehicles	\$39,720	Not Funded	
1 Tourism Vehicle	\$20,000	*Funded	
1 Planning Vehicle (sold Subaru previously used)	\$27,500	Not Funded	
1 Animal Control Truck	\$30,850	*Funded	Not Funded
<u>Community College</u> (Refer to Agency Notebook)			
PVCC Capital Contribution (4 years)	\$12,375	Funded	
<u>Planning</u>			
FT Planner	\$56,590	Not Funded	
<u>Thomas Jefferson Soil & Water Conservation</u> (Refer to Agency Notebook)			
Level Funded	\$1,575	Not Funded	
<u>Non-Departmental (Effective August 1)</u>			
Local Employee Pay Adjustment (Compensation Market Analysis)	\$321,323	Not Funded	
Constitutional Employee Pay adjustment (2%)	\$46,653	Not Funded	
<u>Agencies Requesting Increased Funding</u> (Refer to Agency Notebook)			
Health Department	\$8,262	Not Funded	
Region Ten	\$10,979	Not Funded	
Regional Library	\$12,058	Not Funded	
JABA	\$1,929	Not Funded	
JAUNT	\$2,501	Not Funded	
Shelter for Help	\$160	Not Funded	
SARA	\$100	Not Funded	
OAR	\$2,513	Not Funded	

April 13, 2017

Central VA Small Business Development Center	\$2,500	Not Funded	
Gladstone Senior Center Meals	\$746	Not Funded	
Rockfish Senior Center Meals	\$4,133	Not Funded	
Human Society of Nelson County	\$5,000	Not Funded	
<u>Agencies Not Previously Funded</u> (Refer to Agency Notebook)			
Piedmont Workforce Network	\$2,249	Not Funded	
Jefferson Area CHIPS	\$15,000	Not Funded	
<u>Capital Outlay</u>			
Transfer Station Excavator	\$150,000	*Funded	
Emergency Vehicles	\$320,000	Not funded	
E911 call handling system upgrade (carried over from FY17)	\$346,000	*Funded-\$150,000 grant	
Library Renovations	\$127,297	Not Funded	
Records Management Consultant	\$25,000	Not Funded	
PER County Office Building	\$70,000	Not Funded	
Transportation Study for School Division	\$7,500	Not Funded	
<u>Transfer to Broadband Fund</u>			
Increase to Amortized Connection Allotment	\$100,000	*Funded	
<u>Transfer to VPA Fund (DSS)</u>			
Increase Request (no increase in local funding)	\$114,370	Funded	
<u>Transfer to Schools (Refer to School Budget)</u>			
Increase Request for operations	\$664,788	Not Funded	\$385,000 Funded
School Buses (4 requested, 2 funded)	\$162,000	2 Buses Funded	
	\$162,000	Not Funded	
Capital Improvements-Priority 1 per CIP	\$2,353,900	Not Funded	

April 13, 2017

Transfer to Schools (Refer to School Budget)

		Staff	BOS
Increase Request for operations	\$664,788	Not Funded	\$385,000 Funded
School Buses (4 requested, 2 funded)	\$162,000	2 Buses Funded	
	\$162,000	Not Funded	
Capital Improvements-Priority 1 per Capital Improvement Plan	\$2,353,900	Not Funded	

Mr. Harvey suggested deciding on the Schools first and then addressing other things from there.

Mr. Bruguere asked if the School's request included school buses and it was noted that they were not part of the operational funding; but two of the four buses requested were funded as part of their capital budget request. Supervisors briefly discussed the number of buses running in Piney River and Mr. Harvey suggested that Board members ride the routes to see for themselves how it went. It was noted that the Schools had been asked several times to look at the routes and provide a report and that had not been done. Mr. Carter noted this went back to Dr. Collins and Mr. Johnson had previously said it could not be done.

Supervisors and staff noted that the Transportation budget had decreased overall mostly because of fuel savings.

Ms. McCann noted the Schools operational request and noted page 37 of their Overview narrative document. Mr. Carter stated that they had lost 304 students, which was a 15% decline in enrollment and their budget had increased by 45% over the same ten year period. Mr. Hale noted that the County budget had also increased with a stable population and for comparison's sake, Mr. Carter noted the School's increase to be 57% and the County's increase 42%.

Mr. Harvey noted that 80% of the Schools budget was salaries and Mr. Saunders noted the \$600,000 in Cost of Living Adjustment and the increase in health insurance requested. Mr. Bruguere noted that they had gotten a 2% salary increase last year and it was noted that the State was proposing a 2% salary increase this year. Mr. Carter advised that if the County gave the 2% increase last year; that increase could apply to this coming year since the County had already given the 2%. Ms. McCann clarified that indications from the State was that the raise was not necessarily mandatory this year if it was done last year.

April 13, 2017

Mr. Carter reiterated his concern going forward was that the County could not keep pace with their requests based on flat revenue growth and it would not work unless the County did something with revenues next year. He reiterated that over ten years, they had an average annual increase of \$400,000-\$500,000. Mr. Carter did note however, that the County was in a better position with available funds to allocate this year.

Ms. McCann then noted that the increase in School Nurse funds was to provide a 2% raise with associated benefit costs. She noted that the Ivy Creek placement costs referenced in their narrative may be related to special needs students. She then noted the unavoidable increases listed in the document and noted that the County currently contributed \$235,000 and they had requested \$245,000 for School Nursing. She added that this was currently level funded in the County budget and funds were also requested from the Schools.

Mr. Hale noted that the Board was frequently faced with this kind of thing and it was up to the School as to how they spent the funds given to them. Mr. Carter acknowledged this but noted that the Board could give them guidance on what to spend it on. He added that they could tell them the Board's intent with the funding provided. Mr. Harvey noted he would hate to cause relations to decline by doing that and everyone agreed.

Mr. Carter reiterated his concern and noted that the driver was their request for annual increases. He also reiterated that they have had a significant drop in enrollment and they were not doing anything about it. Mr. Harvey supposed it was hard to cut personnel based on enrollment declining.

Mr. Hale then stated that not meeting the total increase requested was a starting point. Staff then noted that some things in their list was playing with numbers. Ms. McCann noted for example, they show a decline in revenues from the State of \$249,000; which was the difference between the current year budgeted and next year's budgeted amount which was tied to enrollment. She noted that they did not have the enrollment to support last year's budgeted revenue amount from the state so that number is inflated such that if you compare what they actually got from the state to the budgeted amount for FY18, they have a \$280,780 increase in state funds. She noted that page 32 of their overview document showed this.

Mr. Hale and Mr. Saunders agreed that they should come up with a number and not worry about the details. Mr. Harvey agreed but noted that they should be able to justify the amount amongst themselves.

April 13, 2017

In response to questions, Ms. McCann advised that the \$280,780 included all increases from the State and Mr. Bruguere noted if they subtracted this from their requested amount, the local increase would be \$384,788.

Mr. Harvey reiterated that this amount was not dealing with capital requests and did not include funds for buses.

Ms. McCann suggested they break it out by operations, buses, capital, and school nursing.

Mr. Harvey asked what they were getting for School Nursing funds and it was noted that it provided for nurses at all schools and paid their salaries and benefits. Mr. Carter noted that the School nurses were highly utilized and were required to keep records. Mr. Bruguere stated that this type of nursing was easier than being a hospital nurse and Mr. Harvey noted they also paid overhead for administration.

Ms. McCann noted that they requested a salary increase of 3% for staff retention.

Mr. Hale again noted it was the School Board's job to figure out what to pay for and the Board was now indicating that they would reduce their request by \$280,000 and let them go ahead with it. He added that he agreed with Mr. Carter about their population decreasing and them getting more; however he thought it was like that everywhere because of cost of living increases. He noted that he was shocked by the health insurance increase amount and noted that at some point staff would have to absorb some of the increases.

Mr. Carter then advised that they could set \$385,000 as a placeholder and could always come back and change it up or down. Supervisors agreed by consensus to make the School Operations transfer an even \$385,000.

Mr. Carter concluded by noting that the Schools had more positions than what was funded by the State Standards of Quality (SOQ) money and were \$7 Million above the required local effort.

Supervisors and Staff revisited the considerations in order, reiterating the reasons for the requests for funding for the Finance Department and Technology Department. Supervisors agreed with not funding iPads for the Board noting that they preferred the larger screen size of the laptops.

The Sheriff Department request was revisited with the following changes:

April 13, 2017

<u>Sheriff</u>		Staff	BOS
New position-full time investigator	\$50,000	Not Funded	Not Funded
Clerical position-part-time to full time	\$22,849	Not Funded	Funded
DARE	\$4,000	Not Funded	
Police Supplies (Level funding of \$17,500 budgeted)	\$7,500	Not Funded	
In Car and Body Camera System	\$133,050	Not Funded	

Staff distributed the Sheriff's priority list and list of cars and their mileage.

It was noted that their \$254,448 request for six police vehicles was their number 1 priority.

Mr. Carter noted that staff had funded three police cars in the budget (sedans) for a total of \$100,000. He noted that the Sheriff's cost per vehicle was \$42,000. Ms. McCann noted that the base cost of the preferred vehicle was less than suggested and she was not sure of the requested options. Sheriff Hill noted that these prices reflected options that could be added on at the factory, such as lights, relays, cages etc. and it was a little cheaper. He noted that \$8,000 to equip them was a guesstimate.

Mr. Harvey noted he thought they had always purchased vehicles with the wiring harness and Sheriff Hill noted that the preferred sport utility vehicles were a police package vehicle; whereas past vehicles were not.

Mr. Hale inquired about the current policy on how far police vehicles could be driven home and Sheriff Hill advised a maximum of fifteen (15) air miles outside of the County. He noted that he had looked at the cost of driving home at 15 more miles and this added 3,000 miles per year and there was one oil change associated with that. He noted that he had some deputies living outside of the County before he was elected and then some after. He added that they would not have anyone working here if he did not allow them to drive the vehicles home. Sheriff Hill then referenced the Albemarle County policy that limited out of County miles driven home to fifteen (15) air miles. He added that they were allowed to park the car and they had to fill it up with gas once per month. He then advised that the deputies only drove roughly fifteen (15) days per month since they were on twelve (12) hour shifts. Mr. Hale noted it was still a cost of \$2,800 each. Sheriff Hill noted that nine (9) out of twenty

April 13, 2017

(20) deputies lived outside of the county and he attributed this to Nelson's low pay. He noted it was still cheaper to live in Amherst and some had built homes there.

Mr. Saunders asked how they could get entry level pay up. Sheriff Hill noted that the vacant positions were local positions and as the State Compensation Board positions opened up, they moved into those slots. Supervisors asked about entry level salaries in surrounding counties and Sheriff Hill noted that two brothers attended the Police Academy at the same time and the one in Nelson was making \$31,000 and the one employed by Albemarle was making \$38,000. He added that Amherst County paid \$34,000. Mr. Carter clarified that the State Compensation Board salaries would be the same and this may be a matter of seniority. He also noted that Police Departments got HB599 money in Albemarle and they could get paid a lot more. Sheriff Hill noted that the State had promised more pay and they had reneged in the past causing issues.

Sheriff Hill noted that the provided vehicle pricing included the eco boost package and they could adjust that down to a smaller engine without turbo. Ms. McCann noted she had not seen that option listed and the priciest option was ballistic door panels. It was noted that the best price was for a Dodge Durango; however in looking at fuel consumption, they would pay more for those in the long run. On the Ford Explorer with the police package, the miles per gallon was noted to be 16-20 mpg and the vehicle was all wheel drive.

Mr. Bruguiere asked about other vehicle options besides the SUVs and it was noted the sedan options were the Ford Taurus and Dodge Charger. Sheriff Hill noted that he had seen these bottom out easily causing damage and they currently had a busted transmission cooler in their Ford Taurus.

Ms. McCann advised that the base price for the Dodge Charger was \$24,055 and the Ford Taurus with front wheel drive was \$23,229.

Mr. Hale noted that their argument was they could not assign an area to a vehicle and the deputies had to go wherever needed. Sheriff Hill noted he wanted to be able to go in and serve all citizens and deputies needed to be close to their vehicles which was their lifeline.

It was suggested that they look at the difference between the Ford SUVs and Sedans and Ms. McCann was asked to send out a chart to Mr. Saunders. Ms. McCann advised that the Dodges did not last as long as the Fords and the Chevy Tahoe was the only Chevy police car offered.

April 13, 2017

Sheriff Hill advised that they would have asset forfeiture funds coming in and he would offset the cost of equipping the vehicles. He added that the resale value was better on the Tahoe.

Ms. McCann asked if there was a dollar value per vehicle that the Sheriff and staff could work towards and Mr. Saunders noted he wanted to compare the SUV and the sedans.

Mr. Bruguere and Mr. Hale both noted that the County could not afford to purchase six (6) of these and it would be cut back some. Mr. Hale noted that the fleet had different usage but vehicles with 125,000 miles should be able to go another year.

Mr. Hale then reiterated that assuming they could not do everything, they could do priority #1 and nothing else; however, he thought the Sheriff ought to tell the Board his preference.

Sheriff Hill noted he requested six new vehicles because of the current vehicle mileage. He added that as they went 5-10 years, the mileage would go up when they were fully staffed. He noted that the Priority #2 – in car and body cameras was something the people have asked for and was a need for them. He noted that they needed the transparency these would provide. It was reiterated that there was no grant funds out there for these right now. He added that the cameras could be purchased in phases, however their current cameras did not work and over time they would become outdated. Ms. McCann suggested that they could make the purchase at the end of the fiscal year to possibly split the expense between two fiscal years.

Mr. Harvey then asked if the Sheriff had spoken with Chesterfield County about implementing the use of bodycams and Sheriff Hill advised he had not done that. He noted that he had seen some policies out there which related to Priority #3 – making their part time Clerk full time. He explained that they would have to blur faces etc. on video and that would create more work for the Commonwealth Attorney's office to review. He added that as things evolved, more workload was created.

Mr. Carter asked about installation and yearly service fees to be budgeted and it was noted that the quote provided for three (3) free years of maintenance.

Sheriff Hill then referenced Priority #4 – the new Investigator position and he stated that the current Investigator was staying afloat but barely. Mr. Bruguere asked about the salary differential there and Sheriff Hill noted that their intent would be to promote someone and hire a new deputy with a lower salary.

April 13, 2017

Supervisors and Sheriff's Department staff then briefly discussed an ongoing investigation into car break-ins occurring in Afton.

Supervisors then agreed not to fund the Investigators position and to fund making the part time Clerk's position full time.

Mr. Saunders noted they should strongly consider funding the in-car and body cameras and Mr. Harvey stated the last thing to do is buy the cameras; noting that they needed training and policies first. Mr. Hale noted he was in favor of the car cameras but not the body cameras.

Mr. Carter suggested that they give them a chance to get a grant for this and Mr. Hale noted the possibility of getting some Homeland Security funds.

No other changes than those noted were made by the Board

<u>E911 Program</u>		Staff	BOS
CAD replacement	\$170,000	Not funded	Not funded

Ms. McCann stated that Ms. Rorrer may try to get a grant next year and staff recommended delaying this until FY19. Sheriff Hill advised that the County could tag onto VA Beach's contract which was cheaper than what they were quoted.

Ms. McCann reported that the County was denied the grant this year; however it may be successful next year. She added that the County was good maintenance wise until 2020. Captain New added that when a locality was within two years of support ending, they get moved up on the grant consideration list.

Mr. Hale then noted that if the Sheriff's Department got new vehicles some would be retired and he asked if the County could use those for other departments that needed vehicles. Sheriff Hill noted that they had an F150 super-cab that had markings that they seldom used with only 50,000 miles. Mr. Hale then suggested looking at using that vehicle for Animal Control. Ms. McCann noted they could have Paul Truslow look at it to see if they could use it.

April 13, 2017

<u>Building and Grounds</u>	Staff	BOS
New position-full time maintenance worker	\$44,470	Not Funded
Rent Increase (relocation of Planning/Building Inspection)	\$11,964	Funded

Mr. Hale suggested that they not fund the new maintenance position at this point. Mr. Carter noted that he was not sure what Paul's justification was for this; however they did have extensive responsibilities and there was only two of them. He added that Paul and Billy do a lot. Supervisors agreed that they were very valuable and did whatever was necessary. Mr. Carter added that Mr. Truslow had mastered very complicated HVAC systems etc. Mr. Carter noted that this may be a need in the near future and he had encouraged them to use funds in the budget to contract out some of the work in order to balance it out.

Mr. Bruguire noted that Dale Rogers had experience and could be utilized in that department. Mr. Carter agreed and noted that they pulled in the custodial staff mostly for snow removal if needed.

Supervisors agreed by consensus to not fund this position and no change was made.

Supervisors then agreed by consensus to not fund the rent increase and to deal with this if or when the sale of the McGinnis Building occurs.

<u>Motor Pool</u>		Staff	BOS
6 Sheriff Vehicles plus equipping (original request \$254,448)	\$100,000	*Funded	
2 Building Inspections Vehicles	\$39,720	Not Funded	
1 Tourism Vehicle	\$20,000	*Funded	
1 Planning Vehicle (sold Subaru previously used)	\$27,500	Not Funded	
1 Animal Control Truck	\$30,850	*Funded	Not Funded

Mr. Harvey stated that the most Sheriff vehicles he would be willing to fund would be four (4) with them giving Animal Control the F150 truck. Mr. Carter agreed that if the County could use any police vehicles rotated out, they should do that.

April 13, 2017

Mr. Harvey also suggested that they look at the School system that has vehicles with 300,000 miles. Ms. McCann noted that the Building Inspections vehicles were 2006 models with 130,000 miles on them.

Mr. Harvey advised that they needed to try to stagger vehicle purchases. Supervisors agreed to not fund a new Animal Control truck but rather to look at the F150 super-cab truck from the Sheriff's Department. It was noted there would still be some costs associated with adding a shell and bed-liner to that truck.

Planning

FT Planner

\$56,590

Staff

Not Funded

Supervisors agreed by consensus to not fund this position right now and no change was made by the Board.

III. Other Business (As May Be Presented)

There was no other business considered by the Board.

IV. Adjournment

Ms. McCann inquired as to setting up meetings with agencies. It was noted that perhaps they would look at the tax rates and the personal property tax relief and then look at agencies at a future meeting.

At 4:52 PM, Mr. Hale moved to adjourn and Mr. Bruguere seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion and the meeting adjourned.