

AGENDA
NELSON COUNTY BOARD OF SUPERVISORS
July 12, 2016
THE REGULAR MEETING CONVENES AT 2:00 P.M.
IN THE GENERAL DISTRICT COURTROOM
AT THE COURTHOUSE IN LOVINGSTON

- I. Call to Order**
 - A. Moment of Silence
 - B. Pledge of Allegiance

- II. Resolution Honoring Judy S. Smythers, Retiring Clerk of Circuit Court (R2016-41)**

- III. Resolution Commending the Public Service of Edward L. Rothgeb (R2016-42)**

- IV. Consent Agenda**
 - A. Resolution – **R2016-43** Minutes for Approval
 - B. Resolution – **R2016-44** FY16 Budget Amendment
 - C. Resolution – **R2016-45** FY17 Budget Amendment
 - D. Resolution – **R2016-46** COR Refunds
 - E. Resolution – **R2016-47** Petition of Circuit Court for Writ of Election – Clerk of Circuit Court Seat
 - F. Resolution – **R2016-48** FY17 Salary Classification System Adjustment

- V. Public Comments and Presentations**
 - A. Public Comments
 - B. VDOT Report

- VI. New Business/ Unfinished Business**
 - A. Proposed Agreement- Lynchburg Juvenile Detention Center (**R2016-49**)
 - B. Proposed Lease of County Owned Conduit Space

- VII. Reports, Appointments, Directives, and Correspondence**
 - A. Reports
 - 1. County Administrator’s Report
 - 2. Board Reports
 - B. Appointments
 - C. Correspondence
 - D. Directives

- VIII. Adjournment – No Evening Session Will Be Held**

**RESOLUTION R2016-41
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING
THE HONORABLE JUDY S. SMYTHERS
NELSON COUNTY CIRCUIT COURT CLERK**

WHEREAS, after sixteen (16) years, the Honorable Judy S. Smythers is retiring from her position as Nelson County Circuit Court Clerk on August 1, 2016; and

WHEREAS, Mrs. Judy Smythers grew up in Nelson County and started her career in law; working in the Nelson County Commonwealth Attorney’s Office from 1971-1975; and

WHEREAS, Mrs. Smythers has been Clerk for Juvenile & Domestic Relations Court (1982-1991) as well as Clerk for General District Court for the City of Lynchburg (1991-1999), then coming back to Nelson County as Circuit Court Clerk in 2000; and

WHEREAS, Mrs. Smythers is the only Clerk in Virginia that has served as Clerk to Circuit, General District, and Juvenile and Domestic Courts; and

WHEREAS, Mrs. Judy Smythers is an active and important part of her profession and community as a Charter Member of the Rotary Club of Nelson County, as well as an active member of Rockfish Presbyterian Church; and

WHEREAS, it is fitting and proper that the Nelson County Board of Supervisors recognizes Mrs. Judy Smythers who has been a truly competent and passionate clerk as well as a great asset to Nelson County and the Commonwealth, who always shows compassion and friendship to everyone she encounters,

NOW, THEREFORE, BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby recognize and extend their appreciation to the Honorable Judy S. Smythers for her combined twenty (20) years of dedicated and exemplary service to Nelson County and does hereby wish her health and happiness in the years to come.

Adopted: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

**RESOLUTION R2016-42
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING EDWARD L. ROTHGEB**

WHEREAS, Edward Rothgeb has served on the Nelson County Service Authority since July 2005; and

WHEREAS, Mr. Rothgeb stepped down from the Service Authority as of May 2016; and

WHEREAS, The Nelson County Service Authority has acquired, constructed, improved, extended, operated, and maintained water and sewage systems in Nelson County since 1986; and

WHEREAS, Mr. Rothgeb is an important part of Nelson County, dedicating his time to Nelson County Schools and the Service Authority for many years;

NOW, THEREFORE, BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby recognize and commend Edward Rothgeb for his years of public service with Nelson County and wishes him well in his future endeavors.

Adopted: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

**RESOLUTION R2016-43
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(May 10, 2016 & May 26, 2016)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **May 10, 2016 & May 26, 2016** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

May 10, 2016

Virginia:

AT A REGULAR MEETING of the Nelson County Board of Supervisors at 2:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, in Lovingston Virginia.

Present: Constance Brennan, Central District Supervisor
Allen M. Hale, East District Supervisor – Chair
Thomas H. Bruguiera, Jr. West District Supervisor
Larry D. Saunders, South District Supervisor
Thomas D. Harvey, North District Supervisor – Vice Chair
Stephen A. Carter, County Administrator
Candice W. McGarry, Administrative Assistant/Deputy Clerk
Debra K. McCann, Director of Finance and Human Resources
Tim Padalino, Director of Planning and Zoning
Phillip D. Payne, IV, County Attorney

Absent: None

I. Call to Order

Mr. Hale called the meeting to order at 2:05 PM, with all Supervisors present to establish a quorum.

- A. Moment of Silence
- B. Pledge of Allegiance – Ms. Brennan led the pledge of Allegiance

II. Consent Agenda

Mr. Hale noted the items for consideration on the consent agenda and there being no discussion, Ms. Brennan moved to approve the consent agenda as presented. Mr. Bruguiera seconded the motion and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolutions were adopted:

- A. Resolution – **R2016 -28** Minutes for Approval

**RESOLUTION R2016-28
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(April 7, April 19, and April 29, 2016)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **April 7, April 19, and April 29, 2016** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

- B. Resolution – **R2016- 29** FY16 Budget Amendment

**RESOLUTION R2016-29
NELSON COUNTY BOARD OF SUPERVISORS**

May 10, 2016

**AMENDMENT OF FISCAL YEAR 2015-2016 BUDGET
NELSON COUNTY, VA
May 10, 2016**

BE IT RESOLVED by the Board of Supervisors of Nelson County that the Fiscal Year 2015-2016 Budget be hereby amended as follows:

I. Appropriation of Funds (General Fund)

<u>Amount</u>	<u>Revenue Account</u>	<u>Expenditure Account</u>
\$10,000.00	3-100-001901-0015	4-100-012130-5420

II. Transfer of Funds (General Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$16,735.00	4-100-999000-9901	4-100-012040-3002
\$2,500.00	4-100-999000-9901	4-100-011010-3007
\$3,000.00	4-100-999000-9905	4-100-013020-1003
\$22,235.00		

C. Resolution – **R2016- 30** COR Refunds

**RESOLUTION R2016-30
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF COMMISSIONER OF REVENUE REFUNDS**

RESOLVED, by the Nelson County Board of Supervisors that the following refunds, as certified by the Nelson County Commissioner of Revenue and County Attorney pursuant to §58.1-3981 of the Code of Virginia, be and hereby are approved for payment.

<u>Amount</u>	<u>Category</u>	<u>Payee</u>
\$97.02	2014 PP Tax	Laushella Arline Tabb 3330 Tye River Rd. Amherst, VA 24521-4535
\$185.19	2015 PP Tax	Courtney Haston Monroe Kaye Elvetta Monroe 61 Mockingbird LN Afton, VA 22920-2430

D. Resolution – **R2016- 31** Acceptance of Conveyance – Lovington Healthcare Center Property

**RESOLUTION R2016-31
NELSON COUNTY BOARD OF SUPERVISORS**

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**AUTHORIZATION FOR ACCEPTANCE OF CONVEYANCE
LOVINGSTON HEALTHCARE CENTER PROPERTY – MEDICAL FACILITIES
OF AMERICA XXXII, LP**

RESOLVED, by the Nelson County Board of Supervisors that the County Attorney, Philip D. Payne, IV is hereby authorized to accept the conveyance of property on behalf of the Nelson County Board of Supervisors from Medical Facilities of America XXXII (32) Limited Partnership via deed, dated April 20, 2016 and recorded as instrument number 160000962 in the Nelson County Circuit Court Clerk's office. The Conveyed property being Tax Map Parcel 58-A-38A, approximately 7.259 acres in the Lovingston Magisterial District together with all buildings and improvements thereon.

III. Public Comments and Presentations

Mr. Hale then indicated that he had invited Commonwealth Attorney, Jerry Gress, to introduce his new staff member. Mr. Gress introduced Sarah Childress, the new Assistant Commonwealth's Attorney. He noted that she had worked as a Magistrate in Roanoke and an Assistant Commonwealth's Attorney in Amherst. He further noted she was a UVA graduate and started work at the County at the end of March. Mr. Gress noted that Beth Cunningham also started in March and had replaced Jonae Buckley as the Victim Witness Coordinator. He added that Ms. Cunningham had been on the Domestic Violence Task Force for the past two (2) years and had shadowed Ms. Buckley. He noted that additional funding from the State for the position had allowed it to go from three (3) days per week to full time.

The Board welcomed them to the Commonwealth's Attorney's Office.

A. Public Comments

1. Denise Bonds, VDH Director

Ms. Bonds noted she was in attendance on behalf of a consortium of local agencies. She noted that they had reviewed existing health data and were now asking residents about their thoughts on the health services provided in the County. She noted that they were at a community breakfast and had fourteen (14) attendees complete the survey. She added that they would be at Unity in Community and other meetings as well as reaching out to other community organizations with the survey. She noted that they would continue to work with the consortium to come up with a plan to address the issues in the fall or early winter.

Mr. Harvey suggested that they utilize the County's medical facilities to help disseminate the surveys and Ms. Bonds noted she would reach out to them on this. She noted that the surveys were open for anyone to complete and they wanted any and all input.

2. Scott Leake, Congressman Hurt's Office

Mr. Leake noted that it was the 50th anniversary of ground troops in Vietnam and the Congressman wanted to honor those that had served. He noted that they had recognized over

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three hundred (300) people and Mr. Saunders was one of those. Mr. Leake then presented the honor to Mr. Saunders on behalf of Congressman Hurt.

Mr. Bruguire then noted to Mr. Leake that the Roseland Post Office was slated to be closed on June 4th and may be moved to Piney River. He noted that this was a smaller office and was an absurd location. He added that he had asked Esther Page for help and he was now asking him to check into it. Mr. Bruguire then noted that the move was opposed because it was a smaller office, was at a dangerous intersection, and was not safe for the number of people that used it. He then suggested that there was another location that might be a possibility (Warren Raines's building). Mr. Leake asked if they knew if this was part of the post office closure plan or if there was another reason. Mr. Bruguire indicated he was not sure and Mr. Leake supposed it could be a landlord issue because he thought the post office closure plan was complete.

Mr. Saunders shared that all of the Post Office leases were now handled through private companies.

3. Sheriff Hill

Sheriff Hill thanked the Board for their consideration and noted that although he was not invited to the last meeting; he would be glad to speak to the Board and answer any questions they had regarding the use of vacancy savings. He then noted that there was a liability in driving vehicles with high mileage and that came back to him. He noted that he could not do what he promised the citizens and he was also asking to use those funds to supplement staff to address the major drug problem in the county. He noted that Nelson was the only locality that did not have an officer on the Drug Task Force and they could not go above and beyond their duty because they were answering calls that stemmed from the drug problem in the county. He noted that he was asking if he could use the 5% previously requested for him; for his department.

Mr. Hale noted that the previous meeting was not a closed meeting; rather it was a budget workshop and was open to the public. He added that the Board relied upon Staff to present the request that he has mentioned and that was the best route to follow on these things. Mr. Harvey added that the Board may want to start meeting with Constitutional Officers in the future.

Sheriff Hill noted that he was not asking for more money, but that he be allowed to use what was already in the budget.

No further discussion or action was taken on the matter.

B. Presentation – Region Ten Community Services Board

Mr. Robert Johnson, Executive Director of Region Ten addressed the Board and introduced Nelson Board members, Patricia Hughes, and Dwight McCall.

Mr. McCall noted he has been in the county for fifteen (15) years now, he had retired from Region Ten, and he was delighted to fill the Board Vacancy. He added that he was

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interested in hearing what the needs were so he could work back through Region Ten to address things.

Mr. Johnson agreed with Sheriff Hill's sentiments on the drug problem in Nelson County; which he noted he would speak to as well. He then noted that Region Ten served 9,000 individuals in its area. He noted that they offered mental health first aid which was an educational program on mental illness recognition and referral and they had served 1,034 individuals now. He then noted that in FY15, they had served 619 individuals, 7% of the total population at an expense of \$2,500. He then thanked the Board for providing the requested budget funds from the County. Mr. Johnson noted that they had a \$41 million budget for FY17 and the return on investment was \$23 for every \$1 received. He advised that their top priority was case management, medical services (which operated at a deficit), and emergency services which had skyrocketed. He attributed the increase in emergency services to heightened awareness, and an increase in those asking for help and coming in. He then noted that they were overwhelmed and bursting at the seams and needed new spaces for child and family services. He added that demand was outstripping their capacity and they needed more space every two (2) years.

Mr. Johnson then noted the opiate and prescription drug epidemic that was occurring. He noted that they were seeing more clients coming in that were addicted to heroin. He supposed that they were starting with other things but ending up with addictions to prescription drugs and street heroin. He noted that small pockets existed in the county.

Mr. Johnson then noted he wanted to make them aware that they were putting together a women's treatment center and were raising funds for this. He noted the center would serve the entire Region Ten area and that 5% came from Nelson County. He advised that they hoped to open in 2017 and they would allow women with two (2) kids to be served. He added that the site was on Old Lynchburg Road in Albemarle County and would be connected to Child and Family Services. He then noted the Board would be invited to its grand opening.

Mr. Johnson then noted the need for child services, in particular tele-psychiatry and he noted they were hiring a new child psychiatrist. He noted also that nurse practitioners were needed and that the 3%-5% from Nelson would increase and they wanted to make a difference in alcohol and drug addiction. He then noted that in terms of where their industry was headed; they had forty (40) Community Services Boards across the State and they were striving for standardization and were working towards national certification. He added that the intent was to be able to do treatment on demand and they were working to cut the no-show rate as well.

Ms. Francee Laverty, Director of the Nelson Counseling Center then addressed the Board.

She noted the services provided as follows: Horizon House; a psycho-social rehab program of forty (40) adults and Therapeutic Day Treatment Program in Schools; fourteen (14) counselors for eighty (80) kids. She noted that they were proud of four (4) kids who had graduated from the program and one (1) was going to continue their education at a local Community College. She added that they would have a summer program at NCHS. She then spoke to the child psychiatry need for tele- psychiatry; noting that they had gotten

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equipment installed and could provide this starting in June. She added that they were working on a partnership with Blue Ridge Medical Center and now had a Doctor's Office and two (2) exam rooms available. She advised that they would have a Doctor there one day per week and would start this service in the next couple of months. She explained that they were working on the integration of their services with medical services as medical health impacted mental health.

Ms. Lafferty then asked the Board what services they wanted to see provided in the community. Mr. Hale noted the difficulty in understanding the reality of the existence of these issues because he lived in an area where it was not really observed.

Mr. Bruguiere supposed that if everyone in the court system knew all of the participants and could track them, major things might not happen. Therefore, he would recommend enhancing intercommunication between agencies. Ms. Lafferty noted that the Crisis Intervention Team (CIT) met with the Sheriff, Wintergreen Police, Schools, Department of Social Services, EMS Departments, and OAR to discuss individuals who were in crisis in order to increase awareness for all that may be in contact with that person or just to collaborate on how to improve responses.

Mr. Harvey noted the issue of balance in speaking with someone who may be turned over to the police. It was noted this had been an issue and without a release they could not disclose anything about that person unless they were in crisis. It was noted that law enforcement could be different because they did not have the same confidentiality laws as some of the other agencies.

Mr. Johnson spoke to this and noted that they would not have to honor this confidentiality if a threat was made. He added that Region Ten working with law enforcement had really helped to de-escalate a lot of incidents and he hoped that CIT would be continued to be supported as it has made the biggest difference. Mr. Johnson agreed that it was difficult for most to see the problems that existed; however one in four families was either directly involved or on the fringe of dealing with these issues. He added that training the public made a big difference.

Mr. Harvey noted that in the event of a mass casualty situation, one could always look back and see where things went wrong; he then questioned why this could not be foreseen before it happened. Mr. Johnson noted that was the most difficult thing and they strived to help people to reach self-improvement. He noted there was no way to know how many tragedies they had prevented but it was easy to see when things went wrong.

Mr. Harvey noted there seemed to be a mixed message being portrayed now that the judicial system was treating Marijuana offenses with a slap on the hand and it seemed to incite confusion and worked against Region Ten's mission. Mr. Johnson noted that they worked with those in trouble with drugs and saw people in trouble with so-called safe drugs and gateway drugs. He added that addicts did not necessarily start with Marijuana and he noted alcohol to be the most lethal drug out there and those addicts were the most difficult to work with. He added that they had to teach them about responsible drinking and when they were not responsible, teach them to stop.

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Mr. Hale thanked them and noted their work was invaluable. He added he did not think incarceration was the answer and he appreciated their work.

C. VDOT Report

Mr. Austin reported that the HB2 projects, including the Route 664 turn lane, had not yet been approved by the Commonwealth Transportation Board; however he thought they would be by the end of June. He then reported they were anticipating a November advertisement for the two (2) turn lane projects being done on Route 151. He then advised that the public hearing on the Secondary Six Year Plan would be held on May 26th and they could discuss the draft plan at that time.

Mr. Hale asked if Mr. Austin was required to attend the SSYP public hearing and he noted he was in order to answer questions from the public and it was not an issue for him to be there. Mr. Austin noted that the Board could revise the priority list after the public hearing if it wished to. He added they could also let Ms. McGarry know of any changes and the Board agreed by Consensus that there were none.

Mr. Austin noted that he had seen the Emily Harper email regarding the canoe launch at the Rockfish River and he advised that they would look to see how it could be established. Mr. Carter confirmed that the Board had authorized these to move forward.

Supervisors VDOT Issues:

Mr. Harvey and Mr. Saunders had no VDOT issues to discuss.

Ms. Brennan noted she wanted signs for the flashing yellow arrow at the stop light and she asked VDOT to keep looking at the lines on Route 6 west. Mr. Austin confirmed that these had been requested.

Mr. Hale asked if VDOT could fix the depression on the Calohill Drive shoulder and he noted that the other hole there had thankfully been patched.

Mr. Hale then referenced the bridge off of Route 617, near Drumheller Hollow and the Ligencha Institute and asked if old concrete footings like the ones there were ever used for anything. Mr. Austin noted that sometimes they could be used, however doing so usually increased the cost. He added that replacing bridges required closing the road and Mr. Hale noted that the surface had been fixed. Mr. Saunders then inquired about VDOT's experiment with prefabricated bridges and Mr. Austin noted that they did still have these; however they were very expensive. It was noted one of these was used on a bridge in the south district. Ms. Brennan then asked if the Route 617 bridge project would be held up if they could not use Drumheller's bridge for the concrete trucks. Mr. Austin noted that they could reinforce the other bridge for higher weight capacities; however he was not sure what they would do there. He added that they were trying to get deficient bridges up to standards.

IV. New Business/ Unfinished Business

A. Planning Commission Request for Extension – Floodplain Ordinance

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Mr. Padalino noted that in a May 4th memo, the Planning Commission had requested an extension of one hundred (100) additional days to continue their review process, which would provide them with additional time to continue developing modifications to the referred amendments, to conduct a properly-advertised public hearing, and to vote on formal recommendations to the Board.

Mr. Bruguere noted that he had advised the Planning Commissioners that granting the extension would not be an issue. He then moved to approve the extension request and Ms. Brennan seconded the motion. Mr. Bruguere reiterated that it was a legitimate request and Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

Mr. Padalino then noted that Mr. Banks from DCR had discussed having a workshop for County Officials on the Community Rating System (CRS). He noted that CRS would reduce flood insurance premiums county-wide.

Mr. Carter noted that staff had guidance from FEMA or DCR on its 2015 audit of the County's program and Mr. Padalino added that they had provided a chart that showed certain things would reduce premiums by certain amounts and that DCR could provide workshops for localities on this.

Ms. Brennan asked if they could do a workshop at a meeting and Mr. Padalino noted they were flexible. She added that she thought it was worth looking at if it could reduce costs to taxpayers.

V. Reports, Appointments, Directives, and Correspondence

A. Reports

1. County Administrator's Report

Mr. Carter reported on the following:

1. Courthouse Project Phase II: The most recent project progress meeting was conducted on May 4th. The project is proceeding well, as no major concerns/issues were presented at the meeting. County Administration, Finance and HR and Information Systems are scheduled to move to the reconstructed second floor area in late July. A pending item is conclusion of a contract with BT Solutions for providing/installing AV equipment in the Circuit Courtroom (approval of Judge Garrett and Ms. Smythers is pending). Architectural Partner's most recent Field Report (4-12-16) was previously forwarded to the Board. Mr. Carter added that the project may be a month behind; however the contractor was working on that. He also noted the A/V company name was BT Conferencing not BT Solutions.

2. Broadband: A) Expansion Project – The current project completion schedule provided by CCTS is 6-22-19 (all 3 phases). Estimated new service connections in Phase 1 only are in the 36-50 range (possibly 50+). A conservative estimate for Phase 2 and 3 is 15-25+ (minimum).

B) Broadband Planning Project - A project meeting with Design Nine (Dr. A. Cohill) was conducted on April 14th. Discussion was multi-faceted, including the draft network

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expansion plan, possible re-structuring of the network's fee structure, a ten year financial pro forma and overall network operations. A work session with the NCBA is tentatively planned for late June.

The local project team, inclusive of Messrs. Hale and Strong and County staff met on May 5 for an internal review of the project's status and discussion of the many subject's the project currently entails. Everyone felt the project was moving forward satisfactory with much work to be completed.

C) Broadband Other – 1) A third ISP may very soon provide services on the local fiber network. 2) The network marketing plan, web based and periodic media advertisements, continues to produce requests for services, which are transmitted to all of the current service providers for follow up (ISP and WISP). 3) Nelson Cable has indicated it cannot currently provide services due to no IP addresses. It is uncertain when this status will change. 4) County staff in conjunction with Design Nine is currently planning to develop and submit a grant proposal to USDA-RUS/RD for the agency's Community Connect. The submission date is June 17. 5) County staff will have a conference call with federal NTIA staff on 5-13 to discuss possible areas of technical assistance NTIA may provide to the NCBA/Nelson County.

3) Mr. Carter further explained that Nelson Cable had a bank of addresses for the Wintergreen Network but could not use them otherwise. He added that once they obtained more IP addresses, they had to test them etc.

3. BR Tunnel Project: Messrs. Hale and Saunders and County staff met with Woolpert staff (A. Pack on G. Harnish) on 4-19 for an in depth discussion of the project. The meeting was very productive. Woolpert, Inc. staff has substantially completed the construction submittals to VDOT to enable the project to be approved for construction bidding. The submittals included revised construction plans and cost estimates (Phase 2, Tunnel Rehab = \$1,581,433, which is approximately \$10K above available funding; Phase 3 – Western Trail & Parking Area = \$1,170,539 – Funding is pending). VDOT staff (Lynchburg & Staunton Districts) are reviewing both the revised construction plans and estimates. The Commonwealth Transportation Board will tour the western side of the Tunnel on 5-17 accompanied by County representatives, VDOT staff and BBRR personnel. A decision on funding for overall project completion is anticipated by not later than 6-30.

4. Lovingson Health Care Center: The property has been deeded to the County by MFA. County staff has established accounts for electrical, water and sewer services.

A meeting was conducted on 4-21 with the owners of Valley Care Management to discuss the company's interest in owning the Center and re-establishing it as an assisted living and memory care operation. As conceived, VCM's project would entail a \$3.9 million capital cost (the estimate requires further refinement), would provide a 12 memory care rooms (6 private & 6 semi-private – 18 total beds) and 24 assisted living units (22 private and 10 semi-private – 42 total beds; an overall total of 60 beds). The projected number of employees is 30 (full and part time). VCM's owners noted they were amenable to more formal discussions with the County (the 4-21 meeting was the first such session with VCM).

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However, VCM's owners also stated that an actual purchase of the property would likely preclude their interest in the property. VCM's preliminary financial pro forma does denote a financial ability after year three but further discussion is required. Otherwise, per Ms. Brennan's input, staff reached out to both PHA and Region Ten on the possibility of a collaborative project for the Center. A response has not been received yet on this inquiry. **Guidance from the Board is needed on this subject.**

Mr. Carter added that the County had updated its mowing contract to include this property in order to keep it up. Ms. Brennan inquired as to whether or not the County would have to pay new service connection fees and Mr. Carter noted probably not. He added that if the building were sold, the County would try to leave the meter in place and simply transfer the service.

5. Radio Project: (From Info. Services Report) - Motorola is currently preparing a report and budgetary pricing for a new radio tower site to improve radio system coverage in the Rockfish Valley. Preliminary discussions have indicated that the site best suited to providing coverage improvements will be the tower site located at Rockfish Valley Fire Department. I have been assured that this report and pricing will be received in the next few weeks.

Black and Veatch has identified the necessary radio frequency (it was determined that the previous frequency was not suitable) for the Digital Vehicular Repeater Systems for Rockfish, Wintergreen and Montebello. Motorola and Future Comm have approved the frequency and B & V is working to license the frequency. It is expected that a contract will be signed within two weeks.

Mr. Carter reported that he has relayed to the consultants that this needed to move to closure. Mr. Harvey added that this part of the project should have taken six (6) weeks and they were no closer to a solution than they were six (6) months ago. Mr. Carter noted that the problem was with the two (2) consultants as one would analyze the other's work. Mr. Harvey noted Motorola's guarantee that if it did not work, they would take it back. Mr. Carter added that they were also working to license frequencies.

Augusta County has made a formal request to collocate on the County's Devils Knob tower site. A draft lease document is being prepared for consideration by the Board. The project will include replacement of the County's generator at the site with a generator appropriately sized to serve both Nelson and Augusta equipment shelters. The cost of purchase and installation will be paid by Augusta County.

6. Region 2000 Service(s) Authority: The Authority met on 4-27 and provided approval of the FY 16-17 Budget and the construction of an odor/gas management system. Nelson's representative voted no on both items citing the projected distribution of \$1.3 million+ in excess revenues to Lynchburg and Campbell County as the basis of opposing both measures. Consideration of a property purchase program and adding a non-voting citizen representative (from Campbell County) were tabled for further review. The Authority's Work Group (C. McGarry is the County's representative) on future operations continues to meet and may have recommendations for next steps at the Authority's meeting on 6-23, which is the first on a new bi-monthly meeting schedule, rather than a quarterly schedule, the Authority agreed to on 4-27.

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Mr. Carter briefly explained the property purchase program favored by other members and noted that the Roanoke Regional Authority's model was the basis of it. In terms of the proposed non-voting citizen representative; he noted that he had related to the Service Authority Board the example that Nelson was not adding a citizen opposed to the pipeline to sit with the Board and make decisions.

7. Region 2000 – Regional Water Supply Plan: Staff (S. Carter) attended on 4-25 (in Lynchburg) the initial work session on the required updating by 2018 of the Regional Water Supply Plan. Tammy Stephenson of VA-DEQ facilitated the meeting, including presenting a power point presentation on next steps associated with the regional plan's updating. Ms. Stephenson noted that DEQ is working to complete modeling tool, VA Hydro, that localities and regions will be able to utilize to assist with the required plan updates. Ms. Stephenson noted that the R2K Plan may be completed by each local government rather than a collective project of all participating localities. NCSA staff did not attend the meeting. Next steps are still TBD.

8. Atlantic Coast Pipeline Project – Request for Nelson Technical Advisory Team: The following request was received from Ms. Susan King of Dominion Power on 4-26: **“Would you have some time to meet on May 11 or May 13 to talk about the potential organization of a Nelson County technical group? This would be a group of local representatives to provide input and feedback to the ACP construction project team.”** Staff did not agree to the meeting but has continued to confer with Ms. King, per her input, on the ACP's request, which entails a local work group that would assist the ACP, should the proposed project be approved, with coordination and logistical, etc. needs. Staff requested a draft list of proposed team members and received the following on 5-9 from Ms. King: **Here's a list of county representatives, but we welcome suggestions:**

**County Administrator and/or Planning and Zoning staff member
School Superintendent (Or David Johnson, supervisor for transportation)
Emergency Services Coordinator/Fire and Rescue
Service Authority
Sherriff's office
Soil and water conservation district**

County staff will introduce this subject for consideration at the Board's 5-10 regular meeting.

Mr. Hale noted that doing this seemed premature and Mr. Bruguiere added that construction was now being put off until mid-2017; however, they would need to have people advising them on the impacts to school routes etc. Ms. Brennan agreed if the permit was approved; however she did not think it was necessary to do this now. The Board agreed by consensus to not take any action at this point. Mr. Carter noted that the request was to introduce the idea to the Board and he would appropriately advise Ms. King.

9. Maintenance: Nelson Memorial Library – Painting of the new siding (wester wall) has been completed. Staff (Maintenance and Bldg. Official) met the week of 4-25 at NML with the regional Fire Marshall and, as an outcome, is now in process with some minor code

May 10, 2016

compliance updates. Maintenance staff continues to towards JMRL recommendations for accessibility to NML these include restrooms, parking, service counter and entryway.

New Maintenance Facility – One bid proposal was received on 5-2 from Arrington based Asset Enterprises, Inc. for the Maintenance Building Project. The bid amount was \$27,590. The bid will be accepted. A contract will be issued to the company, which indicated it will begin the project in July and require 12 days for its completion.

Ms. Brennan inquired as to all of the expenses incurred on the building and Ms. McCann noted that there was \$71,000 to be carried forward to complete these projects, which included HVAC work.

10. Lynchburg Juvenile Detention Center: A new member use agreement is in process. A draft agreement has been in circulation for several months. Completion and local approval of the updated agreement is projected for July 2016. The agreement, as drafted, does not have significant change or financial impact on Nelson County.

11. Meeting with NCSA: Staff (S. Carter) met on 5-5 with NCSA staff, including the Authority's Chairman, R. Otis. Staff had requested the meeting, which was a general discussion of the Authority's operations. Staff will draft a report to the Board on this meeting and subjects discussed therein.

12. Department Reports: Included with the BOS agenda for the 5-10-16 meeting.

Other:

Mr. Bruguiere asked about the Circuit Courtroom floor and Mr. Saunders and Mr. Hale noted it would have heart pine flooring instead of carpet.

Mr. Carter then noted the draft letter to the School Board regarding their continued use of the network approved by the Broadband Authority and noted he would like approval from the Board of Supervisors as well. He explained the purpose of the letter and noted the potential loss of revenue of \$48,000 per year for the Broadband Authority and also the Schools as an anchor institution. He added that the current service provider to the schools was Shentel. He then noted a couple of revisions made to the draft letter by the Authority Board.

Mr. Bruguiere then moved to send the letter from the Board regarding the School's using the Broadband Authority's network and not anyone else's and Mr. Harvey seconded the motion. There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following correspondence was approved:

12 May, 2016

Dr. Jeff Comer, Division Superintendent Nelson County Public Schools
84 Courthouse Square
P.O. Box276
Lovington, Virginia

May 10, 2016

Dear Jeff:

I am writing on behalf of the Nelson County Board of Supervisors and the Nelson County Broadband Authority to communicate the Board's and the Authority's very strong position that the Nelson County School Division maintain its broadband services through use of the Nelson County Broadband Network.

As you and the members of the Nelson County School Board may know, Nelson County is the owner of the Nelson County Broadband Network (the Network) and the Nelson County Broadband Authority is the operator of the Network. The Network was constructed through the award of federal America Recovery and Reinvestment Act grant funding, which was significantly matched by Nelson County. The overall cost of the Network exceeded \$3.0 million dollars. The Network currently consists of 31 miles of fiber optic cable and four communications towers. The County and NCBA are currently in process with a construction project that will add 8.1 miles to the fiber network. And, the County and NCBA are also currently working with a nationally recognized consultant to complete a strategic plan for the Network's continued expansion.

The Nelson County School Division was a "Community Anchor Institution" for the ARRA grant funded network construction project. An outcome of the ARRA funded project was the connection of each of Nelson County's schools (elementary, middle and high school) to the completed fiber optic network. The School Division's wide area network (WAN) is accomplished through the local Network.

The County and the NCBA are concerned that the School Division may consider the use of a network other than the local Network (Nelson County and NCBA). It is the County's and the Authority's position that all future Request for Proposals by the School Division for provision of broadband services specifically require the use of the local (County/NCBA) Network by an incumbent or any future (broadband) service provider or vendor. More specifically, the County and the NCBA consider the use of the local Network as a continuous and ongoing requirement of the School Division. The local Network is technically capable of delivering any services that the School Division may require.

Please provide the members of the School Board with a copy of this correspondence.

I am available at your convenience should you require additional input on the subject of this communication.

Thank you and the members of the School Board for your continued assistance and cooperation, which is very much appreciated.

Respectfully,
Stephen A. Carter County Administrator

Cc:
Board of Supervisors

May 10, 2016

Nelson County Broadband Authority

2. Board Reports

Mr. Harvey:

Mr. Harvey reported that he did not attend the Service Authority meeting; however they approved their budget and agreed to cut in half the connection fees in Lovington as part of that approval. He noted these now matched Piney River; however it did not include Wintergreen. Mr. Hale then asked if a rebate to the Mexican restaurant could now be considered and Mr. Harvey advised the County could do what it chose with this. Mr. Hale then recommended that the County look at the most recent connections in this calendar year for possible rebates to match their current connection fee. Mr. Harvey then recommended that this wait until it became official in July and he added that it still needed to be officially endorsed by the Board. Mr. Carter advised that the County should wait for a letter saying that they had changed the rates. Mr. Harvey noted that the Service Authority was asking for a letter of support from the Board to them prior to them taking effect July 1st.

Mr. Hale then recommended that they send a letter to the NCSA saying that the Board supported the new rates. Mr. Harvey then noted that they also needed to set a uniform distance for mandatory connections. Mr. Saunders then inquired if the minimum water and sewer usage in Gladstone cost \$90 per month. Mr. Hale advised that he thought it was and was the same for minimum usage as in other areas; which was too high.

Mr. Bruguiere then moved to send the Service Authority a letter endorsing the action of cutting the rates as was included in their adopted budget. Mr. Saunders seconded the motion and there being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion

Mr. Saunders:

Mr. Saunders reported his attendance of the Courthouse Progress meeting, Blue Ridge Tunnel meetings, and TJPDC meetings.

Ms. Brennan:

Ms. Brennan reported her attendance of: CIT meeting, Lovington Healthcare Center meeting, Rockfish Valley Area Plan meeting where surveys were being disseminated in the County, Community Criminal Justice Board meeting, and Library meeting.

She noted that at the CCJB meeting: the Planner was doing so much work and at the Library meeting, they met with an architect to look at the building and there was a lot to take into consideration.

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Mr. Hale:

Mr. Hale noted his attendance of the Courthouse Progress meeting and Blue Ridge Tunnel meetings. He added that he had met with staff and Gary Strong on Broadband and he noted Mr. Strong to be a strong participant and they were fortunate to have him.

B. Appointments

Ms. McGarry noted that a seat on the Agricultural and Forestal District Advisory Committee expired in May and she had not yet heard from Mr. Halversen if he wished to be reappointed. She added that no other interest in the seat had been received.

She then noted the list provided to Supervisors of seats that were expiring in the month of June.

C. Correspondence

Mr. Saunders noted he had been asked by a local congregation if the Board would do a resolution honoring their minister who had been their minister since 1975. He added that he had advised them he would consult with the Board. Mr. Hale advised that it generally had been the Board's policy to limit resolutions to those who had served in local government and it could lead to trouble if this were broadened.

D. Directives

Mr. Saunders had no directives.

Mr. Bruguere:

Mr. Bruguere stated he would like a letter to be sent to Congressman Hurt from the Board regarding the potential move of the Roseland post office to Piney River. He noted that four mail carriers would have to work in that building and there was no room or parking. He added that there was a lumberyard next door and there have been numerous accidents at that post office location. He added that the owner of the Roseland building, that housed the post office, had sold it and it was slated to close on June 4th. He noted that he had spoken with Warren Raines and he preferred to sell his building to someone that would rent it to the Post Office.

Mr. Harvey suggested that the letter ask that the move be put on hold and he questioned there being five (5) Post Offices on Route 151 which was only thirty-one (31) miles long.

Ms. Brennan suggested that both the Piney River and Roseland Post Offices be combined and housed in Warren Raines's building.

Mr. Bruguere then moved to have a letter sent to Congressman Hurt's Office asking them not to move the Roseland Post Office to Piney River until other alternatives could be explored.

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Ms. Brennan seconded the motion and Mr. Carter added that he would follow up with the USPS in Greensboro to see what was going on.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion.

Ms. Brennan:

Ms. Brennan noted she was interested in having the workshop on the Flood Plain issues suggested by Mr. Padalino.

Ms. Brennan suggested setting up meetings with Constitutional Officers to come report at regular meetings.

Ms. Brennan asked about the landscaping project at the intersection of Route 29 Business and Route 56 east and Mr. Carter advised that this was in Karla Murray's hands.

Ms. Brennan then asked if one would have to use a lot right for a cemetery plot and Mr. Haled advised one would as it was considered a division of property; however, he advised her to speak to Mr. Padalino about it.

Ms. Brennan then asked if the County had any outstanding lawsuits and Mr. Carter advised there were none against the County; however, there were County enforcement proceedings that were currently in process.

Mr. Hale:

Mr. Hale requested that staff follow up with Stewart Computer Services to see if or how what they were doing at the Sugarloaf tower site would affect what the Broadband Authority was doing.

Mr. Harvey:

Mr. Harvey advised that he wanted to revisit the pay raises that were approved at the previous work session that he could not attend. He added that he was opposed to doing a raise in January as it was complicated and was not really doing anything for the employees.

Ms. Brennan noted that they had made that decision because that was what the State had approved. Mr. Saunders noted that his issue was with using a percentage method as it benefitted those making higher salaries and he thought there was a better way to do this.

Mr. Hale advised that the decision had already been made and unless a new motion was introduced, the Board would move on.

In response to questions, Ms. McCann noted that it would cost \$172,965 to provide the raise to the Schools and County in July and she noted the remaining contingency amounts to be approximately \$1.7 Million after taking this into account.

May 10, 2016

Ms. Brennan asked for clarification on how this would work. Ms. McCann noted that the State was providing revenue and Mr. Carter advised that the County's supplement policy would kick in for Constitutional Officers if the raise were given in July. Ms. Brennan then noted that there were sufficient funds to cover this.

Mr. Hale noted that if a raise were given and a certain number of employees were excluded from receiving it, there would be an implication that those employees were not doing a good job and he thought that was a problem. He added that the easiest thing to do was to apply a flat percentage raise or they could do a bonus.

Mr. Harvey stated that those in higher paying positions did not get there overnight and should not be penalized for doing what others did not want to do. He added he did not disagree with Mr. Saunders and Mr. Hale in theory; however he was unsure as to how to make it work. He added that the way it had been done over the years had worked and they had done bonuses in the past which was not a recurring benefit.

Mr. Carter then stated that if they showed favoritism to lower paying jobs, then that meant that the value of those in positions of more responsibility was not considered to be that valuable. He added that he knew that Supervisors did not mean it that way; however, that was how it was taken. He advised that the County could implement a system of merit pay if the Board wanted; however, he thought it would be very subjective and hard to manage.

Mr. Harvey then moved that the Board provide the raise effective July 1st and Ms. Brennan seconded the motion. There being no further discussion, Supervisors voted (4-1) by roll call vote to approve the motion with Mr. Hale voting No.

VI. Adjourn and Continue Until May 26, 2016 at 7:00 PM in the General District Courtroom for the conduct of a public hearing on the FY16-17 Budget and Secondary Six Year Plan and Priority List.

There being no evening session, at 5:40 PM, Mr. Harvey moved to adjourn and continue the meeting until May 26, 2016 at 7 PM in the General District Courtroom and Mr. Bruguere seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

May 26, 2016

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 7:00 p.m. in the General District Courtroom located in the Nelson County Courthouse, in Lovingston Virginia.

Present: Thomas D. Harvey, North District Supervisor – Vice Chair
Allen M. Hale, East District Supervisor – Chair
Larry D. Saunders, South District Supervisor
Thomas H. Bruguire, Jr. West District Supervisor
Stephen A. Carter, County Administrator
Candice W. McGarry, Administrative Assistant/Deputy Clerk
Debra K. McCann, Director of Finance and Human Resources

Absent: Constance Brennan, Central District Supervisor

I. Call to Order

Mr. Hale called the meeting to order at 7:01 PM, with four (4) Supervisors present to establish a quorum and Ms. Brennan being absent.

II. Public Hearings

A. Joint Public Hearing with VDOT: 2017-2022 Secondary Six Year Road Plan and Construction Priority List (R2016-32 Approval of FY17-22 SSYP and Priorities)

Supervisors were provided the following information for consideration:

Total Telefee Funds available for distribution are estimated to be approximately \$286,164 for FY17-FY22 and total State CTB Formula Unpaved Road Funds available are estimated to be approximately \$1,526,899 for the six year plan period.

Secondary Road Improvement Priorities for Fiscal Year 2017 are proposed as follows:

<u>Priority</u>	<u>Route #</u>	<u>Name</u>	<u>Distance</u>	<u>Mileage</u>
1	640	Wheeler's Cove Rd.	Rte. 623 to Rte. 620	0.70 Mi.
2	756	Wright's Ln.	Rte. 623 to Dead End	0.90 Mi.
3	634	Old Robert's Rd.	Rte. 619 to Rte. 754	1.70 Mi.
4	654	Cedar Creek Rd.	1.0 mi W Rte. 655 to 2.0 Mi. W Rte. 655	1.00 Mi.
5	680	Cub Creek Rd.	0.51 W Rte. 699 to 2.99 Mi. W Rte. 699	2.48 Mi.
6	654	Falling Rock Dr.	1.0 Mi. E Rte. 657 to Rte. 661	1.90 Mi.
7	814	Campbell's Mtn. Rd.	0.99 Mi. N. Rte. 56 to 1.99 Mi. N. Rte. 56	1.00 Mi.
8	617	Buck Creek Rd.	0.23 Mi. N Rte. 29 to Dead End	1.40 Mi.
9	625	Perry Ln.	Rte. 623 to Dead End	2.00 Mi.

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10	653	Wilson Rd.	Rte. 655 to Rte.710	2.83 Mi.
11	645	Aerial Dr.	Rte. 646 E to Rte. 646 W	0.20 Mi.
12	721	Greenfield Dr.	Rte. 626 to 0.50 Mi. N Rte. 626	0.50 Mi.

Estimated Allocations

Fund	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	Total
CTB Formula - Unpaved State	\$315,523	\$372,055	\$427,989	\$411,332	\$0	\$0	\$1,526,899
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$47,694	\$47,694	\$47,694	\$47,694	\$47,694	\$47,694	\$286,164
Residue Parcels	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STP Converted from IM	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MG Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BR Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other State Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Grant - Unpaved	\$0	\$0	\$0	\$0	\$577,543	\$577,543	\$1,155,086
Total	\$363,217	\$419,749	\$475,683	\$459,026	\$625,237	\$625,237	\$2,968,149

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PRIORITY	ROUTE	NAME	FROM	TO	LENGTH	TC - VPD	NOTES	
1	640	WHEELERS COVE RD	RTE 623	RTE 620	0.70 Mi.	90	FUNDED FY 16/17	\$175,000
2	756	WRIGHTS LANE	RTE 623	DEAD END	0.90 Mi.	116	FUNDED FY16/17	\$180,000
3	634	OLD ROBERTS RD	RTE 619	RTE 754	1.70 Mi.	110	FUNDED FY 17/18	\$340,000
4	654	CEDAR CREEK RD	1.0 MI. W. RTE 655	2.0 MI. W RTE 655	1.00 Mi.	120	FUNDED FY 17/18	\$340,000
5	680	CUB CREEK RD	0.51 W RTE 699	2.990 MI W RTE 699	2.48 Mi.	71	FUNDED FY 18/19	\$496,000
6	654	FALLING ROCK DR	1.0 MI.E. RTE 657	RTE 661	1.90 Mi.	127	FUNDED FY 19/20	\$380,000
7	814	CAMPBELL'S MT RD	0.99 MI. N. RTE 56	1.99 MI. N. RTE 56	1.00 Mi.	109	FUNDED FY 20/21	\$200,000
8	617	BUCK CREEK RD	0.23 MI. N RTE 29	DEAD END	1.40 Mi.	140	FUNDED FY 20/21	\$280,000
9	625	PERRY LANE	ROUTE 623	DEAD END	2.00 Mi.	118	FUNDED FY 21/22	\$400,000
10	653	WILSON RD	RTE 655	RTE 710	2.83 Mi.	60	PARTIALLY FUNDED FY 21/22	\$461,675
11	645	AERIAL DR	RTE 646 E	RTE 646 W	0.20 Mi.	55	NOT FUNDED	\$40,000
12	721	GREENFIELD DR	RTE 626	0.50 Mi. N RTE 626	0.50 mi.	51	NOT FUNDED	\$100,000

Mr. Don Austin of VDOT noted that the Tele-fees allocation could be used for anything that the Board decided. He added it did not have to be used on unpaved roads but could be used to improve site distance and road widening etc. He noted that these had previously been used for unpaved roads because there were no other projects. Mr. Austin then advised that there were some funds from previous years left and he mentioned the use of safety operations funds to be used for widening Tan Yard Road in Massies Mill. He then advised that they were waiting to see if additional funds could be used for it and he would know in July. He stated that he thought they could get an additional foot on each side of the road. He clarified that he was referring to the section that went out to Route 56 and it was not included in the budgeted funds presented.

Mr. Hale then opened the public hearing and there being no persons wishing to be recognized, the public hearing was closed.

Mr. Austin advised that the priority list would be kept as advertised this time since the Board had made adjustments up to this point. He noted again that these could be shifted next year as long as funds were not allocated to the project.

Mr. Bruguiere then moved to approve resolution **R2016-32**, Approval of FY17-FY22 Secondary Six Year Road Plan and FY 16/17 Construction Priority List and Mr. Saunders seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion and the following resolution was adopted:

May 26, 2016

RESOLUTION R2016-32
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF FY17-FY22 SECONDARY SIX-YEAR ROAD PLAN
AND FY16/17 CONSTRUCTION PRIORITY LIST

WHEREAS, Sections 33.2-331 and 33.2-332 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan, and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2016/17 through 2021/22) as well as the Construction Priority List (2016/17) on May 26, 2016 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List, and

WHEREAS, Don Austin, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2016/17 through 2021/22) and the Construction Priority List (2016/17) for Nelson County,

NOW THEREFORE BE IT RESOLVED, that since said Plan appears to be in the best interests of the Secondary Road System in Nelson County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2016/17 through 2021/22) and Construction Priority List (2016/17) are hereby approved, as amended as applicable at the public hearing.

Mr. Austin then reported that the signs that Ms. Brennan had requested at the stop light had been installed. He added that they were reviewing Rt. 56 and the area in Colleen for installation of flashing light signs etc. as well as access management there at Rt. 655. He noted that more accidents were related to the cross overs there and this project would be approved by the Commonwealth Transportation Board in June.

Mr. Austin also reported that the Route 151 safety projects would be advertised by the end of the year and that the Native Missions Right of Ways were unresolved at this point. He noted that they may construct a ditch rather than a retention pond for E&S controls; however it would get resolved.

B. FY16-17 Budget: Fiscal Year 2016-2017 Budgets for the Following Funds:
General, Debt Service, Capital, School Division, Textbook, Piney River
Water & Sewer, and Courthouse Project

There being only one member of the public present; Supervisors agreed by consensus to forgo a staff presentation on the budget. Supervisors and the public were provided the following public hearing notice regarding the FY16-17 budget:

The proposed 2016/2017 Fiscal year budget includes the Real Estate Tax Rate (inclusive of mobile homes taxed at the Real Estate Tax Rate), Personal Property Tax Rate, and the

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Machinery and Tools Tax Rate as established on April 12, 2016 to be effective January 1, 2016. All tax rates are levied per \$100 of assessed value as follows:

	<u>2015</u>	<u>2016</u>
Real Property Tax	\$0.72	\$0.72
Tangible Personal Property	3.45	3.45
Machinery & Tools Tax	1.25	1.25
Mobile Home Tax	0.72	0.72

PROPOSED 16/17 GENERAL FUND BUDGET

Anticipated Revenue (Local)

General Property Taxes	\$24,268,531
Other Local Taxes	4,364,508
Permits, Fees, and Licenses	198,250
Fines and Forfeitures	365,600
Interest and Rentals	50,000
Charges for Services	244,750
Expenditure Refunds	15,000
Miscellaneous	25,600
Recovered Costs	669,137

TOTAL ANTICIPATED LOCAL REVENUES \$30,201,376

Anticipated Revenues (State)

Non-categorical Aid	645,000
Categorical Aid	4,061,010

TOTAL ANTICIPATED STATE REVENUES \$4,706,010

Anticipated Revenues (Federal)

Non-categorical Aid	54,000
Categorical Aid	527,737

TOTAL ANTICIPATED FEDERAL REVENUES \$ 581,737

Transfer from Other Funds

175,000

Year Ending Balance

1,833,516

TOTAL AVAILABLE REVENUE \$37,497,639

Proposed Expenditures

General Government Administration	1,950,437
Judicial Administration (including debt)	1,374,229
Public Safety (including debt)	5,492,664

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Public Works (including debt)	2,501,594
Health & Welfare	2,293,019
Education (including debt)	17,936,591
Parks and Recreation	204,297
Community Development	568,062
Non-Departmental	2,714,447
Capital Outlay	782,000
Contingency Reserve	1,680,299

TOTAL PROPOSED EXPENDITURES
AND RESERVE \$37,497,639

PROPOSED 16/17 DEBT SERVICE BUDGET

TOTAL ANTICIPATED REVENUE	\$ 3,581,397
TOTAL PROPOSED EXPENDITURES	\$ 3,581,397

PROPOSED 16/17 CAPITAL FUND BUDGET

TOTAL ANTICIPATED REVENUE	\$898,230
TOTAL PROPOSED EXPENDITURES	\$898,230

PROPOSED 16/17 SCHOOL DIVISION BUDGET

Anticipated Revenue (Local)

Transfer from General Fund	14,985,887
Transfer from General Fund (School Buses)	190,000
Transfer from General Fund (School Nursing)	235,000
Transfer from General Fund (Facility Improvements)	325,000
Other Local Funds	1,075,916

TOTAL ANTICIPATED LOCAL REVENUE \$16,811,803

Anticipated Revenue (State)

State Aid	6,601,776
State Sales Tax	2,194,986

TOTAL ANTICIPATED STATE REVENUE \$8,796,762

Anticipated Revenue (Federal)

Categorical Aid	1,718,747
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TOTAL ANTICIPATED FEDERAL REVENUE \$1,718,747

TOTAL ANTICIPATED REVENUES \$27,327,312

Proposed Expenditures

Major Categories Combined \$27,327,312

TOTAL PROPOSED EXPENDITURES \$27,327,312

PROPOSED 16/17 TEXTBOOK FUND BUDGET

TOTAL ANTICIPATED REVENUE \$587,409

TOTAL PROPOSED EXPENDITURES \$587,409

PROPOSED 16/17 PINEY RIVER WATER/SEWER BUDGET

TOTAL ANTICIPATED REVENUE \$218,279

TOTAL PROPOSED EXPENDITURES \$218,279

PROPOSED 16/17 COURTHOUSE PROJECT BUDGET

TOTAL ANTICIPATED REVENUE \$2,392,092

TOTAL PROPOSED EXPENDITURES \$2,392,092

FY16/17 BUDGET SUMMARY AS PROPOSED

REVENUES BY FUND

General Fund	\$37,497,639
Debt Service Fund	3,581,397
Capital Fund	898,230
School Division	27,327,312
Textbook Fund	587,409
Piney River Water & Sewer Fund	218,279
Courthouse Project Fund	<u>2,392,092</u>
	\$72,502,358

EXPENDITURES BY FUND

General Fund	\$37,497,639
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Debt Service Fund	3,581,397
Capital Fund	898,230
School Division	27,327,312
Textbook Fund	587,409
Piney River Water & Sewer Fund	218,279
Courthouse Project Fund	<u>2,392,092</u>
	\$72,502,358

Mr. Hale noted that State revenues were lower than anticipated and therefore the State was talking about cuts. He then inquired how that would relate to the December 1st increase in compensation. Ms. McCann noted that the indication from the State was that they would not know if they were meeting their revenue targets until the end of July. She advised that the impact for the School system was \$59,000 and for the County it was \$10,000. She added that there was a lesser amount related to Social Services; this was relatively minimal and would have to be absorbed. Mr. Hale then asked if the County would have to amend its budget to cover it and Ms. McCann noted this to be unlikely. She explained that the expense side would already be appropriated and the revenue shortfall would be made up in some other way.

Mr. Carter assured Supervisors that staff was aware that the State revenue targets were not on track to be met and if they weren't, the State raise would not go through for December first.

Ms. McCann noted that staff had not received a number from Social Services to make the raise effective in July; however that adjustment could be made to the VPA fund when it came up for adoption.

There being no other questions from the Board the public hearing was opened and the following persons were recognized:

1. Ed McCann, High School Teacher, FFA Advisor, and Resident of Roseland VA

Mr. McCann commended the Board for their work done on the budget and thanked them for their support of the Nelson FFA program. He noted that an FFA student was to receive the top honors that an FFA member could have in June and he asked them to continue their support. He added that the Board affected the lives of students by recognizing and commending them. He then thanked the Board again on behalf of all teachers.

There being no other persons wishing to be recognized, the public hearing was closed.

Mr. Hale commented that it was a reflection of what staff had put together that there was not an outcry from the public and the Board must be doing a satisfactory job.

He then suggested that funds for a night deposit box for the Treasurer's Office be added to the budget. He noted that in speaking with staff and security; people wanted to pay taxes in person; however they did not like how far it was to come all of the way into the building. He

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added that the Treasurer had found one that cost under \$2,000 and he thought this should be added to the budget. He noted that he had spoken with Paul Truslow about its placement and they had come up with placing it at the north entrance where the two storage rooms were beside the Jefferson Building.

Mr. Harvey then noted that people that came in to pay taxes did so to socialize since they could be paid by mail. Mr. Saunders indicated he did not have a problem with the idea; however he was still unsure about its location.

Ms. McCann noted that from what the Treasurer had previously said on this matter, most people that used these had to put disclaimers on the boxes. Mr. Harvey and Mr. Brugiure expressed reservations regarding having this noting it could create a bottleneck near the parking area. Mr. Hale noted that other jurisdictions did have these so that payments could be made outside of business hours.

Ms. McCann noted that staff could bring information on this back for them to look at and no action was taken by the Board.

Mr. Hale then noted for the public that the Board would not be adopting the budget until their June 14th meeting in order to comply with State Code restrictions.

III. Other Business

C. USDA/RUS Community Connect Broadband Grant Application & Funding

Mr. Carter noted that the work done thus far on this was very preliminary. He added that the County was getting more inquiries regarding broadband from its current marketing effort.

Mr. Carter noted that the consideration for the Board was a preliminary commitment of the required 15% local match for the grant. He briefly noted some of the grant criteria such as the project area must be designated as unserved or having poor broadband speeds. He added that the County would have to provide 25/5 Mbps service to that area. He noted that applications could be for a minimum of \$300,000 up to a maximum of \$3,000,000. He then advised that staff had been consulting with Design Nine regarding potential projects and they had suggested a combination of two things: upgrading all towers and extending the fiber network from Colleen down Route 56 to Route 151 and going to the Piney River post office for a total of 8.1 miles. He then noted that Staff had asked questions of RUS regarding the program and have backed off of the tower upgrades because they would be outside of the designated area; so the focus was on the fiber extension.

He added that there was a question mark regarding the requirement for a community center to be located in the project area and the provision of two (2) years of free internet access. He noted that it was possible to use the library for this; however it had to be available after business hours. He added that the Library was not in the designated project area either so he was not sure it would work.

Mr. Carter then noted that staff had looked at this every year and had not previously pursued it because of the extensive work it would take and the likelihood of it not being worthwhile.

May 26, 2016

He advised that the program was nationwide and there was stiff competition for \$12 Million Dollars in grant funds. He then noted that if they had monies come back from previous years, the available dollars could total \$18 Million. Mr. Carter noted though that it was possible the County could be successful. He noted that the County's application would be for approximately \$1,089,000 and would require a 15% match of \$163,000 and he asked if the Board was willing to commit to this local funding.

Mr. Bruguere asked if the grant was in any way tied to Low-to-Moderate Income populations and Mr. Carter noted that it was, in that it would provide an advantage in scoring of the application. He noted that all of the homes and businesses along the route would have to be connected and staff had identified 220-266 of these. He added that some of these were pretty far off of the road and staff needed to know the threshold for connections. He added that it was questionable as to how many would actually get service.

Mr. Hale asked if there were any wireless service opportunities on the fiber route and Mr. Carter noted that the focus was to extend the fiber network at this point. He added people would be hooked up for free but they would not be provided service.

Mr. Carter then advised that staff needed to better understand more about the grant parameters as there was not a lot of detail provided by RUS. He further noted that he had not spoken to VDOT to see if there was sufficient right of way either. He noted that GIS mapping had been used to identify the Route 56 west corridor and it was hoped that the fiber could be put in the same right of way as the water and sewer there. He noted that the application was likely an uphill proposition; however the primary consideration was whether or not the Board was willing to put up the 15% local match. He added that the General Fund could sustain this and doing so would not harm the county.

Mr. Hale supposed that it could cost \$5,000 per connection and he questioned the cost if all 200 connected. It was noted that without having work done on the take rate, it was doubtful the County would have these connections. Mr. Carter advised that the County would have to put together a five-year financial forecast for the application. He noted that he thought they would see more participation on the current expansion in process; although the marketing effort was providing a lot of inquiries; with many from unserved areas.

Mr. Bruguere asked if more wireless could be done and Mr. Carter noted that this could be discussed; however the concern was acceptance of a project area and the area where the towers were would not be considered unserved.

Mr. Hale then noted that it seemed to him that with the tower at CVEC in Collen; wireless service ought to hit everything along Route 56 west. Mr. Bruguere noted that they would have to look at the topography. It was noted that there were six (6) county towers and one (1) in Gladstone available to the County to use.

Mr. Saunders then noted that if the application was submitted, it demonstrated that the County was trying to expand broadband.

May 26, 2016

Mr. Bruguieri then stated he was willing to commit the funds and it would be good if the County got the grant. Mr. Carter reiterated he could not guarantee it would be successful and the due date was June 17th. Mr. Saunders agreed the County should go forward.

Mr. Bruguieri then suggested the County put up towers and provide rent-free space to ISPs.

Mr. Hale noted that he was not in favor of the proposal; however there was a majority consensus to go forward.

Mr. Carter then commented that he was not sure they could accurately project a take rate and Mr. Hale noted he felt that data was needed to move forward.

Staff then confirmed that the Board agreed by consensus it would provide the local match if staff proceeded with the application and it were successful.

Introduced: Mr. Saunders

Mr. Saunders inquired about the correspondence from Mr. McGinnis regarding the building and Mr. Carter advised that it would be on the June meeting agenda.

Mr. Saunders noted he spoke with Sheriff Hill and he suggested that he meet with Supervisors 2x2 so that they better understood what was going on in the department and he asked for the Board's opinion on that. Mr. Bruguieri noted he thought this was okay and noted that the Board needed to resume 2x2s with the School Board as well. Mr. Saunders noted there were a lot of new things for them to hash out. Mr. Hale then encouraged all Board members to discuss things with Constitutional Officers and note that they were willing to sit down and listen to what they had to say.

Mr. Saunders and Mr. Harvey then agreed to meet with Sheriff Hill and Mr. Hale would meet with him separately.

Mr. Saunders then advised that Paul Whitney of Jamerson-Lewis Construction had suggested having a border of carpet around the exterior of the heart pine floor in the Courtroom to aid in the acoustics and Mr. Carter noted this would likely be discussed at the progress meeting the following week.

Mr. Harvey noted that he wanted to see things done right as it was a one-time opportunity.

IV. Adjournment

At 7:50 PM, Mr. Harvey moved to adjourn the meeting and Mr. Bruguieri seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

**RESOLUTION R2016-44
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2015-2016 BUDGET
NELSON COUNTY, VA
July 12, 2016**

BE IT RESOLVED by the Board of Supervisors of Nelson County that the Fiscal Year 2015-2016 Budget be hereby amended as follows:

I. Transfer of Funds (General Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 982.00	4-100-999000-9901	4-100-083010-1001

Adopted: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. The **Transfer of Funds** reflects a **\$982** transfer from the General Fund Contingency to provide for additional salary/benefit funding for local share of one extension position. Please note letter from Virginia Cooperative Extension addressing miscalculation of budgetary amount. After this request \$1,280,859 remains in the General Fund contingency of which \$1,072,504 is recurring revenue.

July 5, 2016

Debbie McCann
Director of Finance & Human Resources
Nelson County
P.O. Box 336
Lovingsston, VA 22949

Dear Ms. McCann:

Thank you for contacting the VCE-Nelson County Office to inquire about a billing discrepancy. In your note you observed that the Extension Service has submitted invoices that exceed the funds appropriated, resulting in an overall department shortfall of \$981.15.

After reviewing our original FY'16 salary and fringe benefit calculations I agree with your assessment. This situation is the result of an error I made when preparing the FY'16 budget estimate for submission to Nelson County. More specifically, I did not fully account for the funds needed to support the ANR/Animal Science Extension agent, Alyssa Elliott, who provides livestock programming to both Nelson and Amherst Counties. An explanation follows:

Miss Elliott's salary and fringe benefits are funded 50% by the state and 50% by the localities. More specifically, the state pays 50% of total salary and fringe benefits, Nelson County pays 15%, and Amherst County pays 35%. When I calculated billing amounts I used 15% in my spreadsheet, when I should have used 30% due to the way the spreadsheet is set up. (In other words, 15% of the full amount equates to 30% of a half). For example: Nelson County is actually paying 30% of the local 50% ($15\%/50\%=30\%$) and Amherst County pays 70% of the local 50% ($35\%/50\%=70\%$). So the net effect is that the request for Allyssa was only half of what it should have been and half of what has been billed for her. (Although my budget projections were off the billing is correct and reflects the actual costs). Ultimately, my initial request should have been \$5,616 for salary and \$1,924 for fringes. I believe that you have a copy of the original salary and fringe benefit calculations, which should help you visualize this scenario.

Ultimately, the discrepancy is "only" \$981.15 on the final billing because I built a 4% buffer into the FY'16 request in the event that agents received a raise (they did, but it was somewhat less than 4% on a percentage basis) and the estimated fringe benefit rate was slightly lower than the actual fringe rate. Additionally, the office did not utilize all of their support services money. Thankfully, these factors kept the shortfall in the approved budget from being as large as it could have been.

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, marital, family, or veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.



www.ext.vt.edu

I would like to reiterate that the shortfall was through an error on my part rather than any mismanagement of funds on behalf of the office. And, I do need to point out that I used the same set of formulas for calculating the FY'17 budget that I used in FY'16, which will result in a request that is \$3,848 less than what the actual FY'17 billing will be, other things equal.

In conclusion, since the error was mine I will offer to pay the \$981.15 FY'16 shortfall out of the VCE-Central District operating account. If Nelson County has already paid the full amount of the bill, then I will be glad to compensate you for this overage. However, if you think it is appropriate I would like an opportunity to submit an amended FY'17 budget that reflects \$39,549 in salaries and \$13,545 in fringes (total \$53,094), which is \$3,848 higher than previously submitted. This will enable us to avoid running into the same situation again in FY'17.

Please feel free to contact me at 434-713-8861 if you would like to talk further. Thank you for bringing this to our attention, and for your continued support of the VCE-Nelson County Office.

Sincerely,



Daniel L. Goerlich
Central District Director

cc: Michael Lachance, Unit Coordinator, VCE-Nelson County
Lucinda MacRae, Unit Administrative Assistant, VCE- Nelson County
Linda Jones, District Administrative Assistant, Central
Lonnie Johnson, Senior District Director, VCE

RESOLUTION R2016-45
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2016-2017 BUDGET
NELSON COUNTY, VA
July 12, 2016

BE IT RESOLVED by the Board of Supervisors of Nelson County that the Fiscal Year 2016-2017 Budget be hereby amended as follows:

I. Appropriation of Funds (General Fund)

<u>Amount</u>	<u>Revenue Account</u>	<u>Expenditure Account</u>
\$ 14,595.00	3-100-002404-0009	4-100-022010-1006
\$ 16,624.00	3-100-002404-0009	4-100-022010-1007
\$ 830.00	3-100-002404-0009	4-100-022010-5413
\$ 3,006.00	3-100-002404-0009	4-100-022010-5415
\$ (23.00)	3-100-002404-0009	4-100-022010-5506
\$ 7,500.00	3-100-999000-0001	4-100-043040-5409
\$ 24,150.00	3-100-999000-0001	4-100-043040-7005
\$ 3,750.00	3-100-004101-0001	4-100-043040-7005
<u>\$ 70,432.00</u>		

II. Transfer of Funds (General Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 5,211.00	4-100-999000-9901	4-100-031020-1001
\$ 4,363.00	4-100-999000-9901	4-100-031020-1009
\$ 2,771.00	4-100-999000-9901	4-100-031020-2001
\$ 3,459.00	4-100-999000-9901	4-100-031020-2002
\$ 9,788.00	4-100-999000-9901	4-100-031020-2005
\$ 474.00	4-100-999000-9901	4-100-031020-2006
\$ 10,156.00	4-100-999000-9901	4-100-091030-5606
\$ 2,866.00	4-100-999000-9901	4-100-083010-1001
\$ 982.00	4-100-999000-9901	4-100-083010-2002
<u>\$ 40,070.00</u>		

Adopted: July 12, 2016

Attest: _____, Clerk
 Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. The **General Fund Appropriation** reflects an appropriation request of **\$35,032** for the Victim Witness Program. Grant funding for the program has been revised from \$24,562 to \$59,594. The grant funding provides for making the position full time with benefits. Also included is a request for **\$35,400** for replacement of a vehicle damaged by flooding. This funding is provided from one-time Sheriff's Department vacancy savings in FY16 and

- II. The **Transfer of Funds** reflects a **\$26,066** transfer from the General Fund Contingency to provide for additional funding for a current local position and for establishing the part-time speed enforcement position as a full time drug enforcement position. A transfer of **\$10,156** is also requested to reinstate the full funding request for the Thomas Jefferson EMS Council. Lastly, a transfer of **\$3,848** is requested for the Extension Service budget to address a miscalculation of the local salary contribution in the FY17 budget. Please note the letter from the Virginia Cooperative Extension addressing this request. After this request, \$1,633,938 remains in the General Fund

**RESOLUTION R2016-46
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF COMMISSIONER OF REVENUE REFUNDS**

RESOLVED, by the Nelson County Board of Supervisors that the following refunds, as certified by the Nelson County Commissioner of Revenue and County Attorney pursuant to §58.1-3981 of the Code of Virginia, be and hereby are approved for payment.

<u>Amount</u>	<u>Category</u>	<u>Payee</u>
\$590.75	2016 PP Tax & License Fee	Gelco Fleet Trust Personal Property Tax 3333 Hesper Road Billings MT 59102

Approved: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

**COUNTY OF NELSON
PAMELA C CAMPBELL
COMMISSIONER OF REVENUE
P. O. Box 246
Lovington, VA 22949**

**Telephone: 434-263-7070
Fax: 434-263-7074
Email: pcampbell@nelsoncounty.org**

June 28, 2016

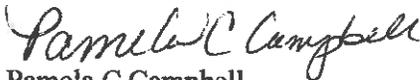
Mr. Allen Hale, Chairman
Nelson County Board of Supervisors
P. O. Box 336
Lovington, VA 22949

**Re: GELCO FLEET TRUST
PERSONAL PROPERTY TAX
3333 HESPER ROAD
BILLINGS MT 59102**

RE: 2016 FORD TRANSIT #1FTBW2ZG0GKA29970

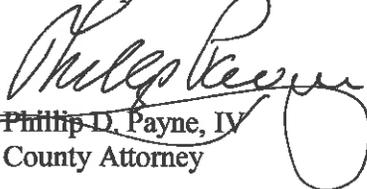
This letter shall serve as a written request for 2016 Tax & License Fee refund in the amount of **\$590.75** be issued to the above referenced taxpayer. The vehicle is garaged in Bedford Co for 2016.

Respectfully requested,



Pamela C Campbell
Commissioner of Revenue

The undersigned has reviewed the request of the Commissioner and consents to the refund requested above.



Phillip D. Payne, IV
County Attorney

RESOLUTION R2016-47
NELSON COUNTY BOARD OF SUPERVISORS
PETITION OF CIRCUIT COURT FOR WRIT OF ELECTION
CLERK OF CIRCUIT COURT SEAT

WHEREAS, the serving Clerk of the Circuit Court, Judy S. Smythers, has submitted her resignation effective August 1, 2016; and

WHEREAS, the next regularly scheduled election for the office of Clerk of the Circuit Court is in 2023; and

WHEREAS, a special election to fill a vacancy in any constitutional office shall be held promptly pursuant to Virginia Code § 24.2-682; and,

WHEREAS, Virginia Code § 24.2-228.1 directs that the governing body of the county in which the vacancy occurs shall, within 15 days of the occurrence of the vacancy, petition the circuit court to issue a writ of election to fill the vacancy.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Virginia Code Sections 24.2-226, 24.2-228.1 and 24.2-682, the County Attorney be and hereby is directed to petition the Circuit Court of Nelson County requesting the issuance of a Writ of Special Election for Tuesday, November 8, 2016, being the same day as the general election, to fill the unexpired term of the Clerk of the Circuit Court's current term of office.

Adopted: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

Board of Supervisors
of Nelson County

By _____
Phillip D. Payne IV

Phillip D. Payne IV
County Attorney
Post Office Box 299
Lovingsston, Virginia 22949
VSB #25405
Telephone (434) 263-5555
Facsimile (434) 263-4440
Counsel for the County of Nelson

§ 24.2-226. Election to fill vacancy

A. A vacancy in any elected local office, whether occurring when for any reason an officer-elect does not take office or occurring after an officer begins his term, shall be filled as provided by § 24.2-228 or for constitutional officers as provided in § 24.2-228.1, or unless provided otherwise by statute or charter requiring special elections within the time limits provided in this title. The governing body or, in the case of an elected school board, the school board of the county, city, or town in which the vacancy occurs shall, within 15 days of the occurrence of the vacancy, petition the circuit court to issue a writ of election to fill the vacancy as set forth in Article 5 (§ 24.2-681 et seq.) of Chapter 6. Either upon receipt of the petition or on its own motion, the court shall issue the writ ordering the election promptly and shall order the special election to be held on the date of the next general election in November or in May if the vacant office is regularly scheduled by law to be filled in May. However, if the governing body or the school board requests in its petition a different date for the election, the court shall order the special election be held on that date, so long as the date requested precedes the date of such next general election and complies with the provisions of § 24.2-682. If the vacancy occurs within 90 days of the next such general election and the governing body or the school board has not requested in its petition a different date for the election, the special election shall be held on the date of the second such general election. Upon receipt of written notification by an officer or officer-elect of his resignation as of a stated date, the governing body or school board, as the case may be, may immediately petition the circuit court to issue a writ of election, and the court may immediately issue the writ to call the election. The officer's or officer-elect's resignation shall not be revocable after the date stated by him for his resignation or after the forty-fifth day before the date set for the special election. The person so elected shall hold the office for the remaining portion of the regular term of the office for which the vacancy is being filled.

B. Notwithstanding any provision of law or charter to the contrary, no election to fill a vacancy shall be ordered or held if the general election at which it is to be called is scheduled within 60 days of the end of the term of the office to be filled.

C. Notwithstanding any provision of law or charter to the contrary, when an interim appointment to a vacancy in any governing body or elected school board has been made by the remaining members thereof, no election to fill the vacancy shall be ordered or held if the general election at which it is to be called is scheduled in the year in which the term expires.

Code 1950, §§ 24-145, 24-147.1; 1958, c. 621; 1970, c. 462, §§ 24.1-76, 24.1-79; 1975, c. 515; 1976, c. 616; 1977, c. 490; 1984, c. 480; 1993, c. 641; 1996, c. 873; 2000, cc. 787, 1045, 1070; 2003, c. 1015; 2010, cc. 431, 449, 645; 2011, c. 206; 2014, c. 476.

Code of Virginia
Title 24.2. Elections
Chapter 2. Federal, Commonwealth, and Local Officers

§ 24.2-228.1. Election to fill vacancy in constitutional office.

A. Notwithstanding any provision of a charter to the contrary, a vacancy in any elected constitutional office, whether occurring when for any reason an officer-elect does not take office or occurring after an officer begins his term, shall be filled by special election, except as provided in subsection B. Within 15 days of the occurrence of the vacancy, the governing body of the county or city in which the vacancy occurs shall petition the circuit court to issue a writ of election to fill the vacancy as set forth in Article 5 (§ 24.2-681 et seq.) of Chapter 6. Either upon receipt of the petition or on its own motion, the court shall promptly issue the writ ordering the election for a date determined pursuant to § 24.2-682. However, the governing body may request in its petition that the special election be held on the date of the next general election in November, and the court may order the special election to be held on that date.

B. If a vacancy in any elected constitutional office occurs within the 12 months immediately preceding the end of the term of that office, the governing body may petition the circuit court to request that no special election be ordered. Upon receipt of such petition, the court shall grant such request. The highest ranking deputy officer, or in the case of the office of attorney for the Commonwealth, the highest ranking full-time assistant attorney for the Commonwealth, who is qualified to vote for and hold that office, shall be vested with the powers and shall perform all of the duties of the office, and shall be entitled to all the privileges and protections afforded by law to elected or appointed constitutional officers, for the remainder of the unexpired term.

C. Upon receipt of written notification by an officer or officer-elect of his resignation as of a stated date, the governing body may immediately petition the circuit court to issue a writ of election, and the court may immediately issue the writ to call the election. The officer's or officer-elect's resignation shall not be revocable after the date stated by him for his resignation or after the thirtieth day before the date set for the special election.

D. Notwithstanding the provisions of subsection A, a vacancy in any elected constitutional office in any county or city with a population of 15,000 or less, or shared by two or more units of government with a combined population of 15,000 or less, shall be filled by a special election ordered by the court to be held at the next ensuing general election to be held in November. If the vacancy occurs within 90 days prior to that election, however, the writ shall order the election to be held at the second ensuing such general election.

E. Notwithstanding any provision of law to the contrary, no election to fill a vacancy shall be ordered or held if the general election at which it is to be called is scheduled within 60 days of the end of the term of the office to be filled.

F. Notwithstanding any provision of a charter to the contrary, the highest ranking deputy officer, or in the case of the office of attorney for the Commonwealth, the highest ranking full-time assistant attorney for the Commonwealth, if there is such a deputy or assistant in the office, who is qualified to vote for and hold that office, shall be vested with the powers and shall perform all of the duties of the office, and shall be entitled to all the privileges and protections afforded by law to elected or appointed constitutional officers, until the qualified voters fill the vacancy by election and the person so elected has qualified and taken the oath of office. In the event that (i) there is no deputy officer or full-time assistant attorney for the Commonwealth in the office or (ii) the highest-ranking deputy officer or assistant attorney for the Commonwealth declines to serve, the court shall make an interim appointment to fill the vacancy pursuant to § 24.2-227 until the qualified voters fill the vacancy by election and the person so elected has qualified and taken the oath of office.

G. The absence from the county or city of a constitutional officer by reason of his service in the Armed Forces of the United States shall not be deemed to create a vacancy in the office without a written notification by the officer of his resignation from the office. Notwithstanding any other provision of law, including § 19.2-156, the power to relieve a constitutional officer of the duties or powers of his office or position during the period of such absence shall remain the sole prerogative of the constitutional officer unless expressly waived by him in writing.

2000, cc. 787, 1070; 2003, c. 1015; 2006, cc. 120, 253; 2009, c. 157; 2011, c. 599; 2015, c. 648; 2016, cc. 453, 511.

Code of Virginia
Title 24.2. Elections
Chapter 6. The Election

§ 24.2-682. Times for special elections.

A. Notwithstanding any charter or special act to the contrary, the following provisions govern the times for holding special elections. Every special election shall be held on a Tuesday. No special election shall be held within the 55 days prior to a general or primary election. No special election shall be held on the same day as a primary election. A special election may be held on the same day as a general election.

B. A referendum election shall be ordered at least 81 days prior to the date for which the referendum election is called.

C. A special election to fill a vacancy in any constitutional office shall be held promptly and in accordance with the requirements of subsection A.

Code 1950, §§ 24-44, 24-136, 24-137, 24-138, 24-139, 24-141, 24-346; 1956, c. 378; 1966, c. 115; 1970, c. 462, §§ 24.1-1(5)(c), 24.1-163, 24.1-165; 1971, Ex. Sess., c. 119; 1972, c. 620; 1973, c. 30; 1974, c. 428; 1975, c. 515; 1976, c. 616; 1977, c. 30; 1978, cc. 258, 304, 778; 1979, c. 37; 1980, c. 639; 1981, c. 367; 1982, cc. 498, 650; 1983, c. 461; 1989, c. 322; 1991, c. 592; 1991, 1st Sp. Sess., c. 12; 1993, c. 641; 2000, cc. 787, 1070; 2008, cc. 107, 385; 2010, cc. 431, 542.

**RESOLUTION R2016-48
NELSON COUNTY BOARD OF SUPERVISORS
SALARY AND CLASSIFICATION SYSTEM**

BE IT RESOLVED by the Nelson County Board of Supervisors that the local government's "Salary and Classification System" is hereby amended to incorporate the following:

A two percent (2%) salary adjustment shall be hereby authorized for Nelson County personnel (full time and regular part-time) employed pursuant to the County's salary classification and pay plan, effective on July 1, 2016. Additionally, a two percent (2%) salary adjustment shall be authorized for all regular part-time employees and all full-time employees, inclusive of the elected/appointed official, employed in a Constitutional Office or Office of the Registrar. The two percent (2%) is inclusive of the 2% across-the-board percentage based salary increases effective December 1, 2016 for all constitutional officers and their Compensation Board funded permanent staff positions and shall be calculated based upon the salary in effect on June 30, 2016 (Compensation Board and local supplement). All other Compensation Board salary adjustments shall be calculated pursuant to the governance established for this purpose and approved by the Board of Supervisors on November 21, 2006.

Attachment: Fiscal Year 2016-2017 Salary Scale (Full Time & Part-Time)

Adopted: July 12, 2016

Attest: _____ Clerk,
Nelson County Board of Supervisors

FULL TIME

SALARY SCALE
2.5% STEPS

2016/2017
2016/2017

2.00% COLA
NO STEP INCREASE

GRADE	STEP1	STEP 2	STEP 3	STEP4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12
1	\$17,101	\$17,528	\$17,966	\$18,416	\$18,876	\$19,348	\$19,832	\$20,327	\$20,836	\$21,356	\$21,890	\$22,438
2	\$17,958	\$18,407	\$18,867	\$19,339	\$19,822	\$20,318	\$20,826	\$21,346	\$21,880	\$22,427	\$22,988	\$23,562
3	\$18,858	\$19,329	\$19,813	\$20,308	\$20,816	\$21,336	\$21,869	\$22,416	\$22,977	\$23,551	\$24,140	\$24,743
4	\$19,801	\$20,296	\$20,803	\$21,323	\$21,856	\$22,403	\$22,963	\$23,537	\$24,125	\$24,729	\$25,347	\$25,980
5	\$20,787	\$21,306	\$21,839	\$22,385	\$22,945	\$23,518	\$24,106	\$24,709	\$25,326	\$25,960	\$26,609	\$27,274
6	\$21,815	\$22,361	\$22,920	\$23,493	\$24,080	\$24,682	\$25,299	\$25,931	\$26,580	\$27,244	\$27,925	\$28,623
7	\$22,887	\$23,459	\$24,045	\$24,646	\$25,263	\$25,894	\$26,542	\$27,205	\$27,885	\$28,582	\$29,297	\$30,029
8	\$24,044	\$24,645	\$25,261	\$25,893	\$26,540	\$27,203	\$27,884	\$28,581	\$29,295	\$30,028	\$30,778	\$31,548
9	\$25,244	\$25,875	\$26,522	\$27,185	\$27,865	\$28,561	\$29,275	\$30,007	\$30,757	\$31,526	\$32,314	\$33,122
10	\$26,487	\$27,149	\$27,828	\$28,523	\$29,237	\$29,967	\$30,717	\$31,485	\$32,272	\$33,078	\$33,905	\$34,753
11	\$27,816	\$28,511	\$29,224	\$29,954	\$30,703	\$31,471	\$32,257	\$33,064	\$33,890	\$34,738	\$35,606	\$36,496
12	\$29,187	\$29,917	\$30,665	\$31,431	\$32,217	\$33,022	\$33,848	\$34,694	\$35,562	\$36,451	\$37,362	\$38,296
13	\$30,644	\$31,410	\$32,196	\$33,000	\$33,825	\$34,671	\$35,538	\$36,426	\$37,337	\$38,270	\$39,227	\$40,208
14	\$32,187	\$32,992	\$33,817	\$34,662	\$35,529	\$36,417	\$37,327	\$38,260	\$39,217	\$40,197	\$41,202	\$42,232
15	\$33,816	\$34,661	\$35,528	\$36,416	\$37,326	\$38,259	\$39,216	\$40,196	\$41,201	\$42,231	\$43,287	\$44,369
16	\$35,487	\$36,374	\$37,284	\$38,216	\$39,171	\$40,151	\$41,154	\$42,183	\$43,238	\$44,319	\$45,427	\$46,562
17	\$37,244	\$38,176	\$39,130	\$40,108	\$41,111	\$42,139	\$43,192	\$44,272	\$45,379	\$46,513	\$47,676	\$48,868
18	\$39,087	\$40,065	\$41,066	\$42,093	\$43,145	\$44,224	\$45,329	\$46,463	\$47,624	\$48,815	\$50,035	\$51,286
19	\$41,059	\$42,085	\$43,138	\$44,216	\$45,321	\$46,454	\$47,616	\$48,806	\$50,026	\$51,277	\$52,559	\$53,873
20	\$43,116	\$44,194	\$45,299	\$46,431	\$47,592	\$48,782	\$50,002	\$51,252	\$52,533	\$53,846	\$55,192	\$56,572
21	\$45,259	\$46,391	\$47,550	\$48,739	\$49,958	\$51,207	\$52,487	\$53,799	\$55,144	\$56,522	\$57,935	\$59,384
22	\$47,531	\$48,719	\$49,937	\$51,185	\$52,465	\$53,777	\$55,121	\$56,499	\$57,911	\$59,359	\$60,843	\$62,364
23	\$49,888	\$51,135	\$52,413	\$53,724	\$55,067	\$56,444	\$57,855	\$59,301	\$60,784	\$62,303	\$63,861	\$65,457
24	\$52,374	\$53,683	\$55,025	\$56,401	\$57,811	\$59,256	\$60,737	\$62,256	\$63,812	\$65,408	\$67,043	\$68,719
25	\$54,988	\$56,363	\$57,772	\$59,216	\$60,697	\$62,214	\$63,769	\$65,364	\$66,998	\$68,673	\$70,389	\$72,149
26	\$57,731	\$59,174	\$60,654	\$62,170	\$63,724	\$65,317	\$66,950	\$68,624	\$70,340	\$72,098	\$73,901	\$75,748
27	\$60,603	\$62,118	\$63,671	\$65,262	\$66,894	\$68,566	\$70,280	\$72,037	\$73,838	\$75,684	\$77,576	\$79,516
28	\$63,646	\$65,237	\$66,868	\$68,539	\$70,253	\$72,009	\$73,809	\$75,655	\$77,546	\$79,485	\$81,472	\$83,509

GRADE	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20	STEP 21	STEP 22	STEP 23	STEP 24
1	\$22,999	\$23,574	\$24,163	\$24,767	\$25,386	\$26,021	\$26,671	\$27,338	\$28,022	\$28,722	\$29,440	\$30,176
2	\$24,151	\$24,755	\$25,374	\$26,008	\$26,659	\$27,325	\$28,008	\$28,708	\$29,426	\$30,162	\$30,916	\$31,689
3	\$25,362	\$25,996	\$26,646	\$27,312	\$27,995	\$28,695	\$29,412	\$30,147	\$30,901	\$31,674	\$32,465	\$33,277
4	\$26,630	\$27,296	\$27,978	\$28,678	\$29,394	\$30,129	\$30,883	\$31,655	\$32,446	\$33,257	\$34,089	\$34,941
5	\$27,956	\$28,655	\$29,371	\$30,105	\$30,858	\$31,629	\$32,420	\$33,231	\$34,061	\$34,913	\$35,786	\$36,680
6	\$29,339	\$30,073	\$30,824	\$31,595	\$32,385	\$33,194	\$34,024	\$34,875	\$35,747	\$36,640	\$37,556	\$38,495
7	\$30,780	\$31,550	\$32,338	\$33,147	\$33,975	\$34,825	\$35,695	\$36,588	\$37,503	\$38,440	\$39,401	\$40,386
8	\$32,336	\$33,145	\$33,973	\$34,823	\$35,693	\$36,586	\$37,500	\$38,438	\$39,399	\$40,384	\$41,393	\$42,428
9	\$33,950	\$34,799	\$35,669	\$36,561	\$37,475	\$38,412	\$39,372	\$40,356	\$41,365	\$42,399	\$43,459	\$44,546
10	\$35,622	\$36,512	\$37,425	\$38,361	\$39,320	\$40,303	\$41,310	\$42,343	\$43,402	\$44,487	\$45,599	\$46,739
11	\$37,409	\$38,344	\$39,303	\$40,285	\$41,292	\$42,325	\$43,383	\$44,467	\$45,579	\$46,718	\$47,886	\$49,084
12	\$39,253	\$40,235	\$41,240	\$42,271	\$43,328	\$44,411	\$45,522	\$46,660	\$47,826	\$49,022	\$50,247	\$51,504
13	\$41,213	\$42,243	\$43,299	\$44,382	\$45,492	\$46,629	\$47,795	\$48,989	\$50,214	\$51,469	\$52,756	\$54,075
14	\$43,288	\$44,370	\$45,480	\$46,617	\$47,782	\$48,977	\$50,201	\$51,456	\$52,742	\$54,061	\$55,412	\$56,798
15	\$45,478	\$46,615	\$47,781	\$48,975	\$50,200	\$51,455	\$52,741	\$54,060	\$55,411	\$56,796	\$58,216	\$59,672
16	\$47,726	\$48,920	\$50,143	\$51,396	\$52,681	\$53,998	\$55,348	\$56,732	\$58,150	\$59,604	\$61,094	\$62,621
17	\$50,090	\$51,342	\$52,625	\$53,941	\$55,290	\$56,672	\$58,089	\$59,541	\$61,029	\$62,555	\$64,119	\$65,722
18	\$52,568	\$53,882	\$55,229	\$56,610	\$58,025	\$59,476	\$60,963	\$62,487	\$64,049	\$65,650	\$67,292	\$68,974
19	\$55,220	\$56,600	\$58,015	\$59,466	\$60,952	\$62,476	\$64,038	\$65,639	\$67,280	\$68,962	\$70,686	\$72,453
20	\$57,986	\$59,436	\$60,922	\$62,445	\$64,006	\$65,606	\$67,246	\$68,928	\$70,651	\$72,417	\$74,228	\$76,083
21	\$60,868	\$62,390	\$63,950	\$65,549	\$67,187	\$68,867	\$70,589	\$72,353	\$74,162	\$76,016	\$77,917	\$79,865
22	\$63,923	\$65,522	\$67,160	\$68,839	\$70,560	\$72,324	\$74,132	\$75,985	\$77,885	\$79,832	\$81,827	\$83,873
23	\$67,094	\$68,771	\$70,490	\$72,253	\$74,059	\$75,910	\$77,808	\$79,753	\$81,747	\$83,791	\$85,886	\$88,033
24	\$70,437	\$72,198	\$74,003	\$75,853	\$77,749	\$79,693	\$81,685	\$83,727	\$85,820	\$87,966	\$90,165	\$92,419
25	\$73,953	\$75,802	\$77,697	\$79,639	\$81,630	\$83,671	\$85,763	\$87,907	\$90,104	\$92,357	\$94,666	\$97,033
26	\$77,642	\$79,583	\$81,573	\$83,612	\$85,702	\$87,845	\$90,041	\$92,292	\$94,599	\$96,964	\$99,388	\$101,873
27	\$81,504	\$83,541	\$85,630	\$87,771	\$89,965	\$92,214	\$94,519	\$96,882	\$99,304	\$101,787	\$104,332	\$106,940
28	\$85,596	\$87,736	\$89,930	\$92,178	\$94,482	\$96,844	\$99,265	\$101,747	\$104,291	\$106,898	\$109,570	\$112,310

GRADE	CONVERTED HOURLY SCALE					Part Time	Employees	2016/2017				2.00% NO	COLA	
	2.5% STEPS							FY17 Salary Scale					STEP INCREASE	
	STEP1	STEP 2	STEP 3	STEP4	STEP 5			STEP 6	STEP 7	STEP 8	STEP 9		STEP 10	STEP 11
1	8.22	8.43	8.64	8.85	9.07	9.30	9.53	9.77	10.02	10.27	10.52	10.79		
2	8.63	8.85	9.07	9.30	9.53	9.77	10.01	10.26	10.52	10.78	11.05	11.33		
3	9.07	9.29	9.52	9.76	10.01	10.26	10.51	10.78	11.05	11.32	11.61	11.90		
4	9.52	9.76	10.00	10.25	10.51	10.77	11.04	11.32	11.60	11.89	12.19	12.49		
5	9.99	10.24	10.50	10.76	11.03	11.31	11.59	11.88	12.18	12.48	12.79	13.11		
6	10.49	10.75	11.02	11.29	11.58	11.87	12.16	12.47	12.78	13.10	13.43	13.76		
7	11.00	11.28	11.56	11.85	12.15	12.45	12.76	13.08	13.41	13.74	14.08	14.44		
8	11.56	11.85	12.14	12.45	12.76	13.08	13.41	13.74	14.08	14.44	14.80	15.17		
9	12.14	12.44	12.75	13.07	13.40	13.73	14.07	14.43	14.79	15.16	15.54	15.92		
10	12.73	13.05	13.38	13.71	14.06	14.41	14.77	15.14	15.51	15.90	16.30	16.71		
11	13.37	13.71	14.05	14.40	14.76	15.13	15.51	15.90	16.29	16.70	17.12	17.55		
12	14.03	14.38	14.74	15.11	15.49	15.88	16.27	16.68	17.10	17.52	17.96	18.41		
13	14.73	15.10	15.48	15.87	16.26	16.67	17.08	17.51	17.95	18.40	18.86	19.33		
14	15.47	15.86	16.26	16.66	17.08	17.51	17.95	18.39	18.85	19.32	19.81	20.30		
15	16.26	16.66	17.08	17.51	17.94	18.39	18.85	19.32	19.81	20.30	20.81	21.33		
16	17.06	17.49	17.92	18.37	18.83	19.30	19.79	20.28	20.79	21.31	21.84	22.38		
17	17.91	18.35	18.81	19.28	19.76	20.26	20.76	21.28	21.82	22.36	22.92	23.49		
18	18.79	19.26	19.74	20.24	20.74	21.26	21.79	22.34	22.90	23.47	24.05	24.66		
19	19.74	20.23	20.74	21.26	21.79	22.33	22.89	23.46	24.05	24.65	25.27	25.90		
20	20.73	21.25	21.78	22.32	22.88	23.45	24.04	24.64	25.26	25.89	26.53	27.20		
21	21.76	22.30	22.86	23.43	24.02	24.62	25.23	25.86	26.51	27.17	27.85	28.55		
22	22.85	23.42	24.01	24.61	25.22	25.85	26.50	27.16	27.84	28.54	29.25	29.98		
23	23.98	24.58	25.20	25.83	26.47	27.14	27.81	28.51	29.22	29.95	30.70	31.47		
24	25.18	25.81	26.45	27.11	27.79	28.49	29.20	29.93	30.68	31.44	32.23	33.04		
25	26.44	27.10	27.77	28.47	29.18	29.91	30.66	31.42	32.21	33.01	33.84	34.69		
26	27.75	28.45	29.16	29.89	30.64	31.40	32.19	32.99	33.82	34.66	35.53	36.42		
27	29.13	29.86	30.61	31.38	32.16	32.96	33.79	34.63	35.50	36.39	37.30	38.23		
28	30.60	31.36	32.15	32.95	33.77	34.62	35.48	36.37	37.28	38.21	39.17	40.15		

Detention Home Agreement Summary

Original Agreement: July 1996; 20 Year Term – Expired in April 2016 and Extended to June 30, 2016

Proposed Agreement: July 2016; 3 Year Term Expiring June 30, 2019

Members: Counties of Amherst, Appomattox, Bedford, Campbell, and Nelson as well as the City of Lynchburg. Charlotte County has elected not to be a party to the new agreement due to low utilization.

Detention Home Information:

- 48 Bed Capacity, 25 Bed Funded Capacity, and 23 Guaranteed Beds for Member Jurisdictions
- Nelson County is Guaranteed 1 Bed; NC utilized 56 total bed days in FY2016 out of a total of 4,866 utilized bed days. The six-year average utilization for Nelson is 0.27 beds.
- Employs 45.12 FTEs
- Implementation of a *Community Placement Program (CPP) in FY2017 and other less significant cost saving measures have reduced the budgeted FY2017 Operating Cost Per Diem from \$269 to \$138. FY17 budgeted non-contract Per Diem is \$263 (applies to non-member jurisdictions).
- The CPP is implemented through a contract with the Virginia Department of Juvenile Justice and guarantees 8 beds for the program. This yields revenue of \$225 per bed/day for a total FY17 budgeted revenue of \$657,000. The program contract term is July1, 2016 – June 30, 2017 and is renewable annually for up to five (5) years.
- The Debt Service Per Diem for FY2017 is budgeted at \$25. Annual Debt Service reduces significantly in 2019, again in 2021, and the obligation ends in 2030. As of 2016, the balance of debt remaining on the facility's initial 20 year bond that was refinanced in 2010 is \$500,854.
- The Combined operational and debt service Per Diem budgeted for FY17 is \$163 vs. FY16 of \$305. FY17 combined Per Diem without the Community Placement Program is \$291.
- The FY17 Detention Home budget allocates costs of \$9,019 to Nelson. FY17 Nelson Budgeted funds for the Detention Home is \$30,000.
- Historical Detention Home costs: FY13: \$47,164, FY14: \$16,864, FY15: \$13,141, and FY16 through March 2016: \$18,329

*More detailed information on the CPP is available upon request

THIS AGREEMENT is made this 1st day of July , 2016, among the CITY OF LYNCHBURG, VIRGINIA (“Lynchburg”) and the COUNTY OF APPOMATTOX, VIRGINIA; the COUNTY OF AMHERST, VIRGINIA; the COUNTY OF BEDFORD, VIRGINIA; the COUNTY OF CAMPBELL, VIRGINIA; the COUNTY OF NELSON, VIRGINIA (collectively the “Contracting Jurisdictions”).

WHEREAS, for a number of years Lynchburg operated a Juvenile Detention Center (“the Detention Center”), which housed juveniles from several of the Contracting Jurisdictions due to the fact that the other localities do not have detention homes in their localities in which to house juveniles; and

WHEREAS, the April 10, 1996, Agreement between the Contracting Jurisdictions will come to an end on April 11, 2016, and the Contracting Jurisdictions wish to enter into a new Agreement for the use of the Detention Center on a regional basis.

NOW THEREFORE, it is agreed by the parties as follows:

Section 1. Rated Capacity of the Lynchburg Detention Center. The Detention Center has a rated capacity of 48 beds (male and female). The funded capacity is 25 beds.

Section 2. Use of Detention Center by Contracting Jurisdictions. The Contracting Jurisdictions will be guaranteed bed space within the Detention Center as follows:

a. The locality in the 10th Judicial District (Appomattox) will be guaranteed one (1) bed.

b. The localities in the 24th Judicial District (Campbell, Bedford, Amherst and Nelson Counties and the City of Lynchburg) will be guaranteed 23 beds as follows:

Campbell County 5

Bedford County 5

Amherst County 3

Nelson County 1

City of Lynchburg 9

If for some reason the guaranteed beds are not available to any of the Contracting Localities, Lynchburg will be responsible for transporting the juveniles from the Contracting localities to another detention home facility, as provided in paragraph 3 of this Agreement.

c. To the extent that the Detention Center is not at capacity (as determined by the facility administrator) with juveniles from Lynchburg and the Contracting Jurisdictions, Lynchburg agrees to accept eligible juveniles from other localities outside of Lynchburg and the Contracting Jurisdictions on a first-come, first-served basis. At all times, however, each of the Contracting Jurisdictions shall be assured of their minimum number of guaranteed beds, even if that means transferring juveniles above the guaranteed number from Lynchburg or the other Contracting Jurisdictions to another facility. In addition, Lynchburg and the Contracting Jurisdictions shall have preference for all beds in the Detention Center over juveniles from jurisdictions other than Lynchburg and the Contracting Jurisdictions.

3. Responsibility for Housing When Detention Center is at Capacity. In the event the Detention Center is at capacity (as determined by the facility administrator) and a juvenile from one of the Contracting Jurisdictions who is already in the Detention Center needs to be moved to another facility due to another Contracting Jurisdiction needing to use one of its guaranteed beds as set forth in paragraph 2, or if the Detention Home is at capacity with juveniles from Lynchburg and the Contracting Jurisdictions and a Contracting Jurisdiction is not entitled to place another eligible juvenile in the facility, the Detention Center shall be responsible for placing the juvenile in another detention facility within the Commonwealth.

In such event, the Contracting Jurisdiction shall transport the juvenile to the Detention Center and the Detention Center shall be responsible for transporting the juvenile to such other detention facility (unless, due to proximity of the Contracting Jurisdiction to the other detention facility it is agreed that the Contracting Jurisdiction will provide such transport). The Detention Center shall transport such juvenile back to the Detention Center when space becomes available, but the Contracting Jurisdictions shall provide transportation to such juvenile to and from any court proceedings or hearings, or upon release if necessary. The actual cost of such alternative-housing and the transportation costs provided by the Detention Center shall be included in the anticipated net expenses and in the operating per diem payment.

4. Payments by Contracting Jurisdictions. Lynchburg shall prepare and distribute to the Contracting Jurisdictions by February 1, of each year, a preliminary budget showing the amount that will be expected to be paid by each Contracting Jurisdiction for the next fiscal year, including the per diem charge for that year. A final budget shall be prepared and distributed to the contracting Jurisdictions by May 1. "Fiscal Year" means the period from July 1 of one year to June 30 of the next year.

The per diem payment for the next fiscal year shall be determined by using the allocated estimated costs for the next fiscal year as outlined in the preliminary budget. Allocated expenses are defined as all expenses less any reimbursements from the state or federal government and any additional outside revenues or income to the Detention Center. These costs are allocated to the contracting jurisdictions based on an estimate of the prior year usage.

Expenses shall be defined as (a) the cost of personnel and fringe benefits of employees assigned to the Detention Center; (b) the cost of operating the Detention Center including food, utilities, staff training, medical care, outside legal fees, the cost of renting outside beds, transportation, maintenance and other normal operating expenses; (c) a capital maintenance charge equal to 2% of (a) and (b) to be placed in a separate fund that will be used for building repair and other major capital purchases; (d) an indirect cost allocation equal to the most recent Lynchburg Maximus indirect cost plan as an overhead charge to cover the cost of accounting, purchasing, personnel, public safety services and other support services provided to the Detention Center by Lynchburg and to compensate Lynchburg for the risk of operating the Detention Center; and (e) the annual principal and interest on the amount borrowed to expand the Detention Center, which amount shall include the construction cost, interest during construction, costs of insurance and the legal, accounting and design fees associated with the expansion.

Each of the Contracting Jurisdictions agrees to pay the per diem to Lynchburg for each juvenile housed in the Detention Center (or in another facility when the Detention Center is full) during each fiscal year. For purposes of determining the per diem, Lynchburg shall be included on the same basis as the Contracting Jurisdictions.

Within 180 days following the end of the fiscal year, Lynchburg shall determine the actual Net Expenses for the Detention Center for the previous fiscal year, and shall adjust the charge to each of the Contracting Jurisdictions for the previous fiscal year based on actual number of beds used from each jurisdiction. Each Contracting Jurisdiction will either be credited for any overpayment or will receive a supplemental bill, which they agree to pay to Lynchburg. An estimate of any such adjustment shall be provided to the Contracting Jurisdictions by June 30th of each fiscal year.

The per diem charges to each Contracting Jurisdiction shall be invoiced monthly by Lynchburg. Both the per diem charges and any adjustments based on actual usage shall be due and payable to Lynchburg no later than 30 days from the date of the invoice. A 10% late payment fee shall be charged to any delinquent (over 90 days past due) account. The City of Lynchburg shall be entitled to all remedies available under the Code of Virginia in collecting any past due amount.

5. Commitment of Juveniles. To the extent authorized by law, the Contracting Jurisdictions agree to commit all of the eligible juveniles from such jurisdictions to the Detention Center. For purposes of this agreement, a juvenile shall be deemed to be the responsibility of the jurisdiction in which he or she is taken into custody or in which disposition is made, rather than the jurisdiction in which he or she may legally reside.

6. Advisory Board. There shall be an advisory board consisting of one person appointed by the governing body of each Contracting Jurisdiction and Lynchburg. This advisory board shall meet regularly, but no less than four times each year. The purpose of the Advisory Board shall be to advise Lynchburg regarding the operation of the Detention Center and to attempt to resolve any issues which may arise concerning such operation. The City of Lynchburg shall submit a report to the Advisory Board at the end

of each fiscal year detailing the operation of the Detention Center during the preceding fiscal year. The Board may establish bylaws or procedures governing the conduct of its meetings, the scheduling of meetings and notice thereof, and other procedural matters.

7. Books and Records. Lynchburg agrees to maintain proper books of records and accounts in accordance with generally accepted accounting principles for governing bodies, consistently applied, of all of the business related to the Detention Center. Such books and records shall be open to the Contracting Jurisdictions with a reasonable time following a request to review such books and records. Lynchburg agrees to have an audit conducted of the Detention Center Fund during the same time that Lynchburg conducts its regular external audit. The expenses of such an audit shall be included as an operating expense.

8. Operation of Detention Center. Lynchburg agrees to operate the Detention Center in compliance with all applicable local, state and federal laws. In the event the Detention Center is not at capacity with juveniles from Lynchburg and the Contracting Jurisdictions, Lynchburg shall use its best efforts to contract with other jurisdictions for the use of excess beds. The per diem charged for such use shall in no event be less than that paid by the Contracting Jurisdictions, except where it is not possible to negotiate such a rate.

9. Transportation. Each Contracting Jurisdiction agrees to transport eligible juveniles to the Detention Home upon their initial admittance and to transport such juveniles to and from any court proceedings or hearings.

10. Term. This Agreement shall be for a term of three years beginning on July 1, 2016, and ending on June 30, 2019. Any Contracting Jurisdiction may terminate this Agreement upon action of its governing body and giving the other Contracting Jurisdictions six months written notice of its decision to terminate the Agreement. Any Contracting Jurisdiction has the option of opting-out of the contract if the Lynchburg Detention Center's per diem exceeds the average per diem of the chosen benchmarked Detention Centers by 20%. The Contracting Jurisdiction must give a 30-day written notice of such decision. The Detention Centers chosen to be benchmarked are Blue Ridge (Charlottesville), Piedmont (Farmville), Roanoke Valley, and Shenandoah.

11. Severability of Invalid Provisions. If any clause, provision or section of this Agreement is held to be illegal or invalid by any court, the invalidity of the clause, provision or section will not affect any of the remaining clauses, provisions or sections, and this Agreement will be construed and enforced as if the illegal or invalid clause, provision or section was not contained in it.

12. Notices. Any notice or other communication in connection with this Agreement shall be in writing and shall be effective when delivered to the Lynchburg City Manager or the Lynchburg Director of Human Services.

13. Governing Law. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the Commonwealth of Virginia, and any legal action filed by any of the parties to this Agreement arising out of the performance or non-performance of the terms of this Agreement shall be filed in the courts of the City of Lynchburg.

14. Amendments. This Agreement may be amended by a resolution adopted by the governing body of each Contracting Jurisdiction and Lynchburg.

15. Effective Date. This Agreement shall become effective upon July 1, 2016.

16. Prior Agreements. Effective, July 1, 2016, the previous agreement entered into between the Contracting Jurisdictions and Lynchburg regarding the operation and use of the Detention Center shall be superseded by this Agreement and shall be of no effect.

17. Representations and Warranties. Each of the Contracting Jurisdictions hereto makes the following representations and warranties, all of which shall continue for the duration of this Agreement:

a. It has the full power and authority to enter into this Agreement and to consummate and carry out the transactions contemplated herein. It has taken or will take all necessary action required by this Agreement and other applicable agreements and laws in connection therewith.

b. It has duly authorized the execution and delivery of this Agreement.

18. Entire Agreement; Modification. This Agreement represents the entire agreement between the Contracting Jurisdictions and shall govern the relations between the Contracting Jurisdictions, unless otherwise agreed to by the Parties or required by law.

19. Assignment. No assignment of this Agreement, or any right occurring under this Agreement, shall be made in whole or part by any Member Jurisdiction without the Parties' express written consent.

20. Headings. The headings of sections throughout this Agreement are intended solely to facilitate reading. Such captions shall not affect the meaning or interpretation of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date above written by their City Manager or County Administrator.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF LYNCHBURG

Ronnie Simek, City Manager (477-2120)

CITY OF LYNCHBURG

Kimball Payne
City Manager

APPOMATTOX COUNTY

AMHERST COUNTY

BEDFORD COUNTY

NELSON COUNTY

RESOLUTION R2016-49
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION TO EXECUTE AGREEMENT
LYNCHBURG JUVENILE DETENTION CENTER

RESOLVED, by the Nelson County Board of Supervisors that Stephen A. Carter, County Administrator, is hereby authorized to execute the proposed agreement on behalf of Nelson County as a member jurisdiction of the Lynchburg Juvenile Detention Center; with said agreement being effective July 1, 2016 and expiring June 30, 2019.

Approved: July 12, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

6 July, 2016

To: Nelson County Board of Supervisors & Nelson County Broadband Authority
From: S. Carter, County Administrator
Re: Shentel

The purpose of this memorandum is to advise the two Boards on the request of Shentel Telecommunications Company (Shentel – see attachment), a diversified telecommunications company located in Edinburg, VA, for an Indefeasible Right of Use (IRU) to enable Shentel to place the company's fiber optic cable in the same conduit system that contains the Nelson County Middle Mile (Broadband) Network.

Shentel's current proposal, as received from Mr. James Funkhouser of Shentel, is as follows:

"The general format of the offer will be:

1. Nonrecurring Charge (one-time payment) for an **Indefeasible** Right of Usage (IRU) for Shentel to place a fiber optic cable in your existing conduit (backbone only), calculated on a per linear basis
2. Shentel will handle all costs associated with the operation and maintenance (O&M) for our cable
3. Shentel will place and maintain our own hand-holds on the route, likely adjacent to your existing hand-holds

Shentel's financial proposal is to pay the County/Authority \$4.00 per linear foot. Based upon County staff's present determination of the estimated total linear distance to provide for Shentel's proposed use of the middle mile network (24.5 miles), at \$4.00 per foot the amount the Authority would realize in a one-time payment would be \$517,440 (24.5 miles x 5,280 feet = 129,360 x \$4 = \$517,440).

It is understood, although the input from Shentel has not been totally specific, that the company would use its fiber in the local middle mile network to provide 1) fiber connectivity to cellular towers the company has acquired in its recent acquisition of Ntelos, 2) to provide long haul communications along Shentel's network from either Edinburg or Waynesboro to Amherst County (possibly to Lynchburg) and 3) in Nelson County to provide services to customers with larger bandwidth requirements (two such entities were mentioned, Nelson County Public Schools and Saunders Brothers in a discussion with Mr. Bob Berry of Shentel).

Shentel's proposal/request was discussed at the June 22nd team meeting for the current Broadband Strategic Planning Project (the team consists of County staff, Messrs. Hale and Strong of the NCBA and Design Nine, the project's consultant firm). The consensus of the work group was to move forward with further negotiations with Shentel via submittal of an IRU containing the County's/Authority's terms and conditions. An interim step, however, is the submittal of this subject to the federal National Telecommunications and Information Administration (NTIA, which is the administrative agency with oversight for the ARRA award the County received to construct the middle mile network) for review, comment and approval. This step is in process with a response from NTIA pending, subsequent to County staff's provision of information in response to NTIA's initial comments.

Consent for both Boards to proceed with a final IRU with Shentel is also required. However, as noted herein, additional negotiations with Shentel, following receipt of NTIA's input, is likely. Such negotiations would be specific to an increased per foot payment, an annual maintenance payment and other terms that would insure the local network is not physically impacted by Shentel.



History

[Home](#) > [Shentel](#)

Shentel Connections

Contact Information

Contact-Us

Terms and Conditions

Shentel

Shenandoah Telecommunications Company (“Shentel”) is a diversified telecommunications holding company that, through its operating subsidiaries, provides both regulated and unregulated telecommunications services to end-user customers and other communications providers in the southeastern United States. Shentel offers a comprehensive suite of voice, video and data communications services based on the products and services provided by their three business segments.

The Wireless segment provides digital wireless service to portions of a four-state area covering the region from Harrisburg, York and Altoona, Pennsylvania, to Harrisonburg, Virginia as a Sprint PCS Affiliate. This segment also owns cell site towers built on leased land and leases space on these towers to both affiliates and non-affiliated service providers.

The Cable segment provides video, internet and voice services in franchise areas in Virginia, West Virginia, and portions of western Maryland and leases fiber optic facilities throughout its service area. It does not include video, internet and voice services provided to customers in Shenandoah County, Virginia.

The Wireline segment provides regulated and unregulated voice services, DSL internet access and long-distance access services throughout Shenandoah County and portions of Rockingham, Frederick, Warren and Augusta Counties, Virginia. The segment also provides video services in portions of Shenandoah County and leases fiber optic facilities throughout the northern Shenandoah Valley of Virginia, northern Virginia and adjacent areas along the Interstate 81 corridor, including portions of West Virginia and Maryland.

Candy McGarry

From: Mary Cunningham <mscsherpa@gmail.com>
Sent: Tuesday, June 28, 2016 12:49 PM
To: Candy McGarry
Subject: RE: JABA Advisory Council
Attachments: Resume HR - 2014.docx

Hello Candy,

Yes, thank you. I did indeed send to your office the forms needed for identifying my interests in citizen council or committees. This is the only open position at this time and I am available and willing to be of service.

Best Wishes,

Mary Cunningham

Afton

Sent from [Mail](#) for Windows 10

From: [Candy McGarry](#)
Sent: Tuesday, June 28, 2016 9:18 AM
To: mscsherpa@gmail.com
Subject: JABA Advisory Council

Good Morning!

I have spoken with Connie Brennan regarding your interest in representing the County on the Jefferson Area Board for Aging Advisory Council and just want to confirm you are indeed interested. Please let me know at your earliest convenience, thank you!

Best,
Candy McGarry

Candy McGarry
Nelson County Administrator's Office
Administrative Assistant/Deputy Clerk
PH: (434) 263-7002 Fax: (434) 263-7004

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

Subject: Appointments - Statement of Interest Form

Completing this form is one way to indicate your interest in being considered for appointment to some of the Boards, Commissions and Committees appointed by the Board of Supervisors. All appointments remain at the discretion of the Board of Supervisors.

Please complete and mail this form to:

Nelson County Board of Supervisors
Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336
Lovingson, VA 22949

or fax to (434) 263-7004

RECEIVED

MAY 16 2016

COUNTY ADMINISTRATOR'S
OFFICE

Date 5/12/16

Mr. _____ Mrs. Ms. _____

Name: Mary S. Cunningham

List a maximum of three (3) Boards on which you are interested in serving.

1. Social Services Board
2. Region 10 Community Services
3. Jefferson Madison Regional Library

Home Address: 171 Joshua Lane
Afton VA 22920

Occupation: Student Advisor Employed by: GRASP

Home Phone No.: 540 456-8316 ^{cell} Business Phone No.: 434 882-1587

Fax No.: 540 456-8316 E-Mail Address: MSCsherpa@gmail.com

Do you live in Nelson County? Yes No _____

Are you currently a member of a County Board, Commission, Committee or Authority? Yes _____ No

If yes, list the Board(s):

What talent(s) and/or experience can you bring to the Board(s)?

Current Foster Parent working with teenage youth
from Albemarle County DSS. Previous CASA Volunteer
Prior Nelson County School Board Member with
Board membership for Virginia School Board Association

What do you feel you can contribute to the Board(s) and to the community that may not be evident from information already on this form?

I believe my communication skills and
commitment to community development are
a strong asset to put to use here in Nelson
County

Please use this space for any additional information you would like to provide:

Our family has called Nelson County home for
the past 20 years with our two children growing
and thriving. I am interested in ongoing
community involvement working with others,
for shared goals.

A resume or separate sheet with additional information may be included.

ATTENDANCE REQUIREMENTS

Section 2-153, Absences, Chapter 2, Administration, Article V. Appointments for Boards and Commissions of the Nelson County Code, an appointee of the Board of Supervisors who either (a) fails, during a calendar year, to attend seventy-five percent of the regular meetings of the board or commission of which he/she is a member, or (b) is absent for three consecutive regular meetings, shall be deemed to have tendered his/her resignation from such position. The Board of Supervisors may accept such resignation by appointing another person to fill the position.

In light of the above, will you be able to attend at least 75% of the regular meetings of the boards to which you may be appointed?

Yes No

Summary

My commitment is to providing adult and youth with real world learning opportunities leading to fulfilling careers and life choices. Experience includes public presentations and facilitation of adult training programs. Professional skills demonstrated over 20 years span in multiple regulated environments including healthcare, pharmaceutical development, financial services and education.

Areas of Expertise

Adult Education, Training and Development

- Provided training design and facilitation in Communication, Team Building and Time Management.
- Developed instructional guide materials and self-assessment tools
- Reviewed staff reports and provided coaching for staff to edit and reconcile.
- Facilitated team teleconferences

Management of Regulated Business Operations

- Monitored work flow and track task assignment to completion.
- Directed collections of outstanding debts for completed work
- Created and edited communication to clients
- Maintained documentation required by Compliance and assisted in Compliance Audits
- Developed Company website using compliance documented methods.

Industry Consultant

- Provided departmental job task and work flow analysis for corporate client
- Instructional training programs designed to company operational standard procedures.
- Facilitated training programs in Canada, Europe and throughout USA.
- Developed public training workshop program materials for industry professionals.

Education

St Joseph's University, Philadelphia, PA

M.S., Training & Development

St. Joseph's University graduate with a specialty in Training & Organizational Development. Classes concentrated in adult learning, active training methods and leadership development.

University of Pennsylvania, Wharton School, Philadelphia, PA

B.B.A, Management

Wharton Business School graduate with a specialty in Management in Business Administration.

Broward Community College, Davie, FL

Associate, Medical Laboratory Technology

A graduate of Broward Community College with a specialty in Medical Laboratory Technology

Experience

Great Aspirations Scholarship Program, Inc. Glen Allen, VA www.grasp4va.com
Student Financial Aid Advisor, Augusta County Public Schools 2011-present
Stuarts Draft, Fort Defiance, Riverheads High School

Connect with students and parents to assist in overcoming obstacles to higher education goals and navigating the process of financial aid, scholarships and post secondary plans.

- Coordinate student referrals with Guidance Counseling Dept.
- Presentation on the Financial Aid process to parents and students
- Classroom FAFSA presentation to students
- Meet with student individually to review post-graduation experience
- Assist students in scholarship application process

Mentor in *SOAR Virginia*® to Stuarts Draft HS students 2010-2014. *SOAR Virginia*® is an Early Commitment Scholarship Program created and funded by Virginia529 College Savings Plan⁵²¹

Sherpa Financial Guides, Inc., Afton and Ruckersville, VA 2005 to 2010
Director of Client Services

Business owner & partner with managerial responsibility for Office operations.

- Monitor status of client accounts and application processes
- Review documentation for compliance requirements
- Implemented website creation and management
- Facilitate client communications and respond to client requests for follow-up

PRA International, Charlottesville, VA 2001 to 2003
Operations Trainer

Provided training support and mentoring to newly hired staff at this Clinical Trials Services Contract Research Organization with pharmaceutical clients' new drug development projects.

Took over Lead CRA role with existing Project Manager to complete ongoing contract.

- Created assessment tools and training plans for staff.
- Provided command center phone support to field staff and study sites.
- Managed 14 subcontractors located off-site by weekly teleconferences and review of trip reports.

Civic Leadership

Nelson County School Board Trustee - North District 2010 -2014
Virginia School Board Association Central Regional Board Chair 2012- 2013

Volunteer

Piedmont CASA, Charlottesville, VA 2010 to 2013
CASA Volunteer

Adult Learning Center / GED classroom assisting Charlottesville City Schools 2011

Virginia Skyline Girl Scout Council, Nelson County VA 1998 to 2000
Nelson Service Unit Manager

GS Troop 3145 Leader All registered girls received Bronze and Silver Award 1997 to 2009

JEFFERSON AREA BOARD FOR AGING BOARD OF DIRECTORS

2 Members

Term Expiration

Diane Harvey
10921 Rockfish Valley Hwy
Afton, VA 22920
H (540) 456-8790
W (540) 456-6379
Cell: (434) 906-2136
Harveyasc@gmail.com

July 15, 2016

Constance Brennan
524 Buck Creek Lane
Faber, VA 22938
H (434) 263-4690
connie@cstone.net

July 15, 2017

Term(s) of Office: 2 years: July 16th – July 15th

Meeting: Fourth Monday of every other month at noon

Place: Varies

Membership: 4 members appointed by Council, 4 by Albemarle County, 2 each by Fluvanna, Nelson, Greene & Louisa Counties.

Purpose: The JABA Board is responsible for developing a comprehensive and coordinated system for services for all persons 60 and over. JABA acts as an advocate for seniors' interests and as a resource for agencies, organizations and individuals. JABA provides information referral/tracking service and transportation to improve links between older persons and existing services.

Contact: Jefferson Area Board for Aging
674 Hillsdale Drive, Suite 9
Charlottesville, VA 22901
Email: jabacares@gmail.com
Phone: (434) 817-5222
Fax: (434) 817-5230