

AGENDA
NELSON COUNTY BOARD OF SUPERVISORS
June 14, 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 Commending the Public Service of the Late Kitty Lyle (R2016-33)**

- III. Resolution Honoring the Late Earl Hamner, Jr. (R2016-34)**

- IV. Consent Agenda**
 - A. Resolution – **R2016-35** Minutes for Approval
 - B. Resolution – **R2016-36** FY16 Budget Amendment
 - C. Resolution – **R2016-37** COR Refunds

- V. Public Comments and Presentations**
 - A. Public Comments
 - B. Presentation – VDOT 2017 HB2 Funding & Applications (R. Youngblood)
 - C. VDOT Report

- VI. New Business/ Unfinished Business**
 - A. Adoption of FY16-17 Budget – All Funds (**R2016-38**)
 - B. Appropriation of FY16-17 Budget – All Funds (**R2016-39**)
 - C. Proposed Revision to Retiree Health Insurance Assistance Program (**R2016-40**)
 - D. Consideration of Preliminary Motorola Proposal – Radio Network

- VII. Reports, Appointments, Directives, and Correspondence**
 - A. Reports
 - 1. County Administrator’s Report
 - 2. Board Reports
 - B. Appointments
 - C. Correspondence
 - 1. Bernard McGinnis – County Lease of The McGinnis Building
 - D. Directives

- VIII. Recess and Reconvene Until 7:00 PM for the Evening Session**

EVENING SESSION
7:00 P.M. – NELSON COUNTY COURTHOUSE

- I. Call to Order**
- II. Public Comments**
- III. Public Hearings**
 - A. Special Use Permit #2016-01 - Ms. Elizabeth Jackson, Tax Map Parcel #7-A-25:**
Pursuant to Zoning Ordinance Article 5 ("Residential District R-1"), Section 5-1-2a ("Double-wide mobile home mounted on a permanent concrete or block foundation"), the applicant requests approval to replace a former single family dwelling, damaged in a fire, with a double-wide manufactured home. The subject property is a 2.0-acre parcel zoned Residential (R-1) and Agricultural (A-1), located in Afton at 1617 Avon Road.
- IV. Other Business (As May Be Presented)**
- V. Adjournment**

**RESOLUTION R2016-33
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING THE COMMUNITY SERVICE OF
THE LATE KATHERINE “KITTY” LYLE**

WHEREAS, Ms. Katherine “Kitty” Lyle, longtime Nelson County community servant has recently passed; and

WHEREAS, Ms. Lyle’s outstanding leadership and extensive commitment to the citizens of Nelson County was evident not only through her service as a cafeteria worker in the Nelson County School system but also through her public service as a leader and member of the Gladstone Senior Center and as a founding member and Treasurer of the Nelson County Triad; a joint endeavor between law enforcement, senior residents, and senior organizations to reduce senior-based crimes;

NOW, THEREFORE, BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby recognize and commend the late Katherine “Kitty” Lyle for her many years of public service that served to greatly enhance the Community of Gladstone and all of Nelson County.

Adopted: June 14, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

RESOLUTION R2016-34
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING THE LATE EARL HAMNER, JR.

WHEREAS, Mr. Earl Hamner, Jr., renowned author and writer who grew up in the Nelson County Village of Schuyler has recently passed; and

WHEREAS, Mr. Hamner's life in Nelson County was the basis for the TV family drama *The Waltons* running on CBS from 1972 until 1981; and

WHEREAS, Mr. Hamner was recognized by the 2013 Virginia General Assembly for his "many contributions to the cultural landscape of the Commonwealth and nation through his many literary accomplishments in radio, television, film, and print" including: *Fifty Roads to Town* published in 1953, *Spencer's Mountain* published in 1961, *The Homecoming* published in 1970; the creation of *Falcon Crest* a prime-time soap opera; episodes of *The Twilight Zone*; an Australian series, *The Man From Snowy River*; and co-author of the book, *Odette: A Goose of Toulouse*; and;

WHEREAS, these many accomplishments earned him awards such as: a Television-Radio Writers Award, the George Foster Peabody Award for Distinguished Journalism, Virginian of the Year Award from the Virginia Press Association, Man of the Year Award from the National Association of Television Program Executives, a Virginia Association of Broadcasters Award, the Frederic Ziv Award for Outstanding Achievement in Telecommunications from the University of Cincinnati, the Literary Lifetime Achievement Award from the Library of Virginia, and an Emmy Award for Outstanding Drama Series for *The Waltons*,

NOW, THEREFORE, BE IT RESOLVED, the Nelson County Board of Supervisors does hereby echo the sentiments of the 2013 General Assembly and further recognizes and celebrates the late Earl Hamner Jr. for his portrayal of rural life in Nelson County as well as his lifetime of illustrious literary achievements.

Adopted: June 14, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

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SENATE JOINT RESOLUTION NO. 313

Offered January 9, 2013

Prefiled January 8, 2013

Commending Earl Hamner, Jr.

Patrons—Watkins; Delegate: Peace

WHEREAS, Earl Hamner, Jr., a Virginia treasure, is commended for his many contributions to the cultural landscape of the Commonwealth and nation through his many literary accomplishments in radio, television, film, and print; and

WHEREAS, one of eight children, Earl Hamner grew up in the small community of Schuyler in Nelson County, nestled in the scenic foothills of the Blue Ridge mountains and not far from where his famous ancestor, Italian immigrant Anthony Giannini, once helped Thomas Jefferson with the vineyard at Monticello; and

WHEREAS, Earl Hamner showed a natural inclination toward and talent for the written word at a young age, penning the poem "My Dog," which was published in the children's section of the *Richmond Times-Dispatch*, when he was just six years of age; and

WHEREAS, as the nation descended into the Great Depression, Earl Hamner's family experienced hardships, but enjoyed their times together, relying on one another and their friends and neighbors; and

WHEREAS, Earl Hamner's upbringing and experiences during those times amidst his family and the natural beauty of the Blue Ridge mountains would etch themselves into his heart and mind, providing a wealth of material for and profoundly influencing his work throughout his life; and

WHEREAS, a gifted writer, Earl Hamner earned a scholarship to the University of Richmond, where his studies were interrupted when he was drafted into the United States Army during World War II; he continued to write while serving and began to submit stories for publication; and

WHEREAS, after his discharge, Earl Hamner completed his undergraduate degree at the University of Cincinnati before moving to New York City, where he wrote radio scripts for NBC while also working on his first book, *Fifty Roads to Town*, which was published in 1953; and

WHEREAS, in 1961, *Spencer's Mountain*, the heart-warming portrayal of a family living through the Great Depression near the Blue Ridge mountains, based on Earl Hamner's family, was published, and, in 1970, *The Homecoming*, the story of a father's return to his family on Christmas Eve, was published; and

WHEREAS, the novella became a popular CBS Christmas special and led to the Emmy-award winning television series, *The Waltons*, which captivated audiences with its focus on simple living and the strength of family and introduced the memorable phrase "Goodnight John Boy"; and

WHEREAS, Earl Hamner reached back to his family's Italian winemaking roots for inspiration when he created the prime time soap opera, *Falcon Crest*, based in the vineyards of California and focused on the rivalries among family members involved in the wine industry; and

WHEREAS, among his many creative endeavors, Earl Hamner wrote episodes for Rod Serling's *The Twilight Zone*; produced an Australian series, *The Man From Snowy River*; and coauthored the book, *Odetta: A Goose of Toulouse*; and

WHEREAS, over the course of his illustrious career, Earl Hamner was awarded a Television-Radio Writers Award, George Foster Peabody Award for Distinguished Journalism, Virginian of the Year Award from the Virginia Press Association, and Emmy Award for Outstanding Drama Series for *The Waltons*; and

WHEREAS, Earl Hamner also received the Man of the Year Award from the National Association of Television Program Executives, Virginia Association of Broadcasters Award, and Frederic Ziv Award for Outstanding Achievement in Telecommunications from the University of Cincinnati; and

WHEREAS, in 2011, Earl Hamner returned to Virginia to receive the prestigious Literary Lifetime Achievement Award from the Library of Virginia for his long-lasting and lifelong contributions to literature; now, therefore, be it

RESOLVED by the Senate, the House of Delegates concurring, That the General Assembly hereby commend a native son, Earl Hamner, Jr., on his lifetime of extraordinary literary accomplishment; and, be it

RESOLVED FURTHER, That the Clerk of the Senate prepare a copy of this resolution for presentation to Earl Hamner, Jr., as an expression of the General Assembly's admiration for his immense talent and remarkable achievements.

INTRODUCED

SJ313

7/15/13 14:47

**RESOLUTION R2016-35
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(April 12, 2016, April 19, 2016, April 26, 2016, and May 3, 2016)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **April 12, 2016, April 19, 2016, April 26, 2016, and May 3, 2016** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: June 14, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

April 12, 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. Bruguere, 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 2:00 PM, with all Supervisors present to establish a quorum.

- A. Moment of Silence
- B. Pledge of Allegiance – Mr. Harvey led the pledge of Allegiance

Mr. Hale then asked Mr. David Thompson, Building Official, to introduce his department's new employee James Allen. Mr. Thompson then introduced James Allen and noted he had assumed the Assistant Building Official post on January 11, 2016. He noted that he was previously employed as the operations manager at River Ridge Mall, was a graduate from Liberty University with a degree in aeronautics, is a Gladstone resident, and member of the Gladstone Fire and Rescue services.

II. Recognition of the Dedicated Service of Recent Retirees from County Employment

Mr. Hale then presented recognition plaques to the following former employees:

- William McDonald -Deputy Sheriff from March 16, 1992 to September 30, 2015
- William David Brooks - Deputy Sheriff from February 16, 1990 to December 31, 2008 and Sheriff (retired as) January 1, 2008 to December 31, 2015
- Jean Payne - Deputy Commissioner of Revenue from March 17, 1980 to June 30, 1991, Commissioner of Revenue (retired as) from July 1, 1991 to December 31, 2015

April 12, 2016

- Vasco Wright - Deputy Sheriff from November 1, 1991 to December 31, 2015
- Lucy Hargrove-Hudson - Public Safety Dispatcher – Sheriff's Office from October 1, 1986 to January 31, 2016

Mr. Harvey then presented the following recognition plaque:

- Elsie Nappier - Administrative Assistant – Sheriff's Office from April 1, 1969 to January 31, 2016

The Board then commended these employees for their dedicated service and group and individual photos were taken.

III. Resolution Commending the Public Service of the Late Henry Conner (R2016-18)

Ms. Brennan moved to approve resolution **R2016-18**, Resolution Recognizing the Community Service of the Late Henry Conner and Mr. Bruguiere seconded the motion.

There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the resolution was read aloud by the Chair.

Mr. Harvey then noted that he thought Mr. Conner had been appointed by the judge to sit on the Board of Supervisors at some point and he would like this added to the resolution. Supervisors agreed and resolved by consensus to have staff make this change and the following resolution was adopted:

**RESOLUTION R2016-18
NELSON COUNTY BOARD OF SUPERVISORS
RESOLUTION RECOGNIZING THE COMMUNITY SERVICE OF
THE LATE HENRY CONNER**

WHEREAS, Mr. Henry Conner, longtime Nelson County community servant and former Nelson County Schools Superintendent has recently passed; and

WHEREAS, Mr. Conner's outstanding leadership and extensive commitment to the school children of Nelson County and all of its citizens was evident not only through his sixteen (16) years of service as School Superintendent but also through his public service as a volunteer for more than twenty (20) years with the Nelson County Rescue Squad in Faber; running thousands of calls; and

WHEREAS, Mr. Conner also served as a charter member of the Emergency Services Council and was a certified CPR and EMT instructor, was a past president of the Nelson County Chamber of Commerce, was Chairman of the Nelson County Men's Club for twenty (20) years, was an active member of Rock Spring United Methodist Church, and was an appointed Board of Supervisors member from April 1997 through December 1997;

April 12, 2016

NOW, THEREFORE, BE IT RESOLVED, that we, the Nelson County Board of Supervisors wish to hereby recognize and commend the late Henry Conner for his many years of public service and community activism that served to greatly enhance the Nelson County Community.

Mr. Hale then commented that he had met Mr. Conner when he was a Daily Progress Reporter and Mr. Conner was the Assistant School Superintendent in Culpeper. Mr. Harvey noted that he recalled a time when Mr. Conner visited a School Board member working in his fields and he proceeded to get on the tractor with him to have a conversation.=

IV. Consent Agenda

Ms. Brennan noted that she would like to present a resolution for consideration under new business. There was some brief discussion regarding meeting protocol and rules of order on additions to the agenda and Supervisors agreed by consensus that a vote was not needed and additions could be made by consensus of the Board.

Mr. Saunders then moved to approve the consent agenda and Mr. Bruguere seconded the motion. 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 – R2016-19 Minutes for Approval

**RESOLUTION R2016-19
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MEETING MINUTES
(March 8, 2016)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meeting conducted on **March 8, 2016** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

B. Resolution – R2016-20 FY16 Budget Amendment

**RESOLUTION R2016-20
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2015-2016 BUDGET
NELSON COUNTY, VA
April 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. Appropriation of Funds (General Fund)

April 12, 2016

<u>Amount</u>	<u>Revenue Account (-)</u>	<u>Expenditure Account (+)</u>
\$13,032.00	3-100-002404-0017	4-100-021060-7040
\$621.00	3-100-009999-0001	4-100-022010-5419
\$13,653.00		

C. Resolution – **R2016-21** COR Refunds

**RESOLUTION R2016-21
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>
\$187.69	2013-2014 PP Tax & License Fee	Michelle R. Gilland P.O. Box 73 Batesville, VA 22924
\$104.27	2015 PP Tax & License Fee	Janie Groah 9664 Crabtree Falls Hwy Tyro, VA 22976
\$37.71	2015 PP Tax	Isaias Ruiz-Castillo P.O. Box 282 Batesville, VA 22924

D. Resolution – **R2016-22** April is Child Abuse Prevention Month

**RESOLUTION R2016-22
NELSON COUNTY BOARD OF SUPERVISORS
APRIL IS CHILD ABUSE PREVENTION MONTH**

WHEREAS, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community; and

WHEREAS, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope; and

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

April 12, 2016

WHEREAS, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community.

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors do hereby recognize April as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and neglect and strengthening the communities in which we live.

E. Resolution – **R2016-23** April is Fair Housing Month

**RESOLUTION R2016-23
NELSON COUNTY BOARD OF SUPERVISORS
APRIL 2016 IS FAIR HOUSING MONTH**

WHEREAS, April is Fair Housing Month and marks the 48th anniversary of the passage of the federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988); and

WHEREAS, the Fair Housing Act provides that no person shall be subjected to discrimination because of race, color, national origin, religion, sex, disability, or familial status in the rental, sale, financing or advertising of housing (and the Virginia Fair Housing Law also prohibits housing discrimination based on elderliness); and

WHEREAS, the Fair Housing Act supports equal housing opportunity throughout the United States; and

WHEREAS, fair housing creates healthy communities, and housing discrimination harms us all;

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors supports equal housing opportunity and seeks to affirmatively further fair housing not only during Fair Housing Month in April, but throughout the year.

F. Resolution – **R2016-24** April 16th is Healthcare Decision Day

**RESOLUTION R2016-24
NELSON COUNTY BOARD OF SUPERVISORS
APRIL 16TH IS HEALTHCARE DECISIONS DAY**

WHEREAS, *Healthcare Decisions Day* is designed to raise public awareness of the need to plan ahead for health care decisions related to end of life care and medical decision-making

April 12, 2016

whenever people are unable to speak for themselves and to encourage the specific use of Advance Directives to communicate these important health care decisions; and

WHEREAS, it is important for all individuals 18 and older to exercise their right to have their voices heard during the point in their life when they may not be able to express those wishes for their families and caregivers; and

WHEREAS, it is estimated that only about 20 percent of people in Virginia have executed an Advance Directive; and

WHEREAS, it is likely that a significant reason for these low percentages is that there is both a lack of knowledge and considerable confusion in the public about Advance Directives; and

WHEREAS, one of the principal goals of *Healthcare Decisions Day* is to encourage healthcare providers and community leaders to participate in a State-wide effort to provide clear and consistent information to the public about advance directives, as well as to encourage medical professionals and lawyers to volunteer their time and efforts to improve public knowledge and increase the number of citizens with advance directives; and

WHEREAS, JABA, University of Virginia Health System, Sentara Martha Jefferson Hospital, Hospice of the Piedmont, and other organizations throughout this community have endorsed this event and are committed to educating the public about the importance of discussing health care choices and executing advance directives; and

WHEREAS, as a result of April 16th being nationally recognized as *Healthcare Decisions Day* more citizens will have conversations about their health care decisions; more citizens will execute Advance Directives to make their wishes known; and fewer families and health care providers will have to struggle with making difficult health care decisions in the absence of guidance from the patient;

NOW, THEREFORE BE IT RESOLVED, the Nelson County Board of Supervisors do hereby recognize April 16, 2016, as *Healthcare Decisions Day* in Nelson County, and call this observance to the attention of all its citizens.

V. Public Comments and Presentations

A. Public Comments

1. Diana Tyler and Larry Tyler, Faber Road

The Tylers noted that they were concerned about the fenced in and out laws of the County. Mr. Tyler noted that they had their neighbor's cattle running through their property and the neighbor was not concerned. He advised that Albemarle County had a fenced in law and he would like to see this for Nelson County and asked how they could begin the process of having this looked into.

April 12, 2016

Mr. Hale advised that there was a process where Counties could adopt a fenced in law and he acknowledged that Nelson County's law was fence out. He added that it was a matter that had been previously discussed and it would be again.

The Tylers noted that their neighbor thought this was funny and he questioned what their community could do. He added that he had ten (10) neighbors with the same problem and they had all spoken to the cattle owner to no avail.

Mr. Hale then advised that they had brought this to the Board's attention and they would discuss it.

2. Eleanor Amidon, Tan Bark Dr. Afton

Ms. Amidon noted she was concerned about the 45 mph speed limit on Tan Bark Drive. She noted this was a residential neighborhood that had young children walking on roads, people walked dogs and also jogged. She added that people driving on the road routinely exceeded the speed limit. She then advised that they had provided written comments about this to Rick Youngblood of VDOT in 2013 at a public meeting on the Route 151 Corridor and never heard back. She added that at the meeting they had spoken about there being a rise in the road by Greenberry and VDOT re-grading the road. She noted that this would not be necessary if the speed limit was lowered to 35 mph and she hoped something could be done.

3. Paul Cangialosi, Gladstone

Mr. Cangialosi related a 2014 incident with the former Sheriff's Department and he noted that he thought the County needed to build a more professional department with less turnover. He added that he thought the new Sheriff was interested in doing that and was trying to establish a baseline of integrity and professionalism. He then encouraged the Board to be supportive of these efforts.

4. Allan Jamison, CASA

Mr. Jamison thanked the Board for passing the consent agenda resolution and he noted that the County had eighty-seven (87) reported cases of abused and neglected children in the last year. He reported that there were four (4) CASA workers in the area and he thanked Ms. Brennan in advance for coming out to the CASA event on Thursday at the Library.

B. Presentation – Use of Vacancy Savings and Turnover Funds (Sheriff D. Hill)

Sheriff Hill distributed prepared information to Supervisors. He then noted that he has had departmental turnover due to retirees and just turnover within the department and he now had two (2) Full time positions and one (1) Part time position still open; which was down from six (6). He then introduced Captain New who was the Supervisor over field investigations.

April 12, 2016

Sheriff Hill then explained the information he had provided to the Board, noting that in 2015, \$90,351 in salary supplements was provided to the Sheriff's Office for a total of \$7,279.25 per month. He then noted the 2016 vacant positions listed and stated that when vacancies in the department occurred, these monies rolled back into the General Fund. He further stated that for that month, the department had savings \$1,622.00 and they had Compensation Board savings as well during that month. He then stated that the department had an accrual of these funds of approximately \$19,432 in the month of January. He then reported that he had implemented changes within the Compensation Board because of the vacancies and these funds that were saved could only be used for certain things. He noted that he had twice requested that \$10,000 come back to the County and that he had submitted reimbursement for \$5,100 for gas and that \$2,523 could be requested in May as well. Sheriff Hill then stated he was asking if he could use these funds to add a vehicle to the fleet. He added that he was analyzing the use of the fleet and vehicle mileage and he noted it was hard to hire people within the pay allowable.

Sheriff Hill then addressed the matter of Turnover Funds. He noted that there had been staffing fluctuations from January to February and he had put people into State positions which had saved the County money. He added that he had used some of these funds to give people raises; noting that some had gotten raises on paper but not in their take home pay. Sheriff Hill then reported that his revamping of everything had saved \$3,200 each month for a total of \$39,000 for the year. He noted he would like to make a Part Time position Full Time and would like to send someone to the drug task force to represent Nelson County.

Mr. Harvey then questioned what funds would be used to purchase a car and Sheriff Hill stated that Vacancy Savings would be used. He added that these were idle funds sitting at the state level not used for positions. Mr. Harvey then advised that in the past, Asset Forfeiture funds had been used for this and Mr. Carter noted that staff had advised them that it could be done that way. He added that staff had not yet seen the Sheriff's proposal and therefore had no ability to comment on it.

Mr. Hale then advised Sheriff Hill that the Board was currently in the budget process and the Board was not able to analyze the information provided for its budgetary impact. Mr. Hale then clarified with Sheriff Hill that these were one time savings that he would like to use to purchase a vehicle. Mr. Hale then advised that the Board would have the Finance Office go over the figures provided by him and report on their findings during the budget process. Mr. Carter then advised that staff would be ready to report back on it during the next budget work session.

Sheriff Hill then referred to his position and the salary as shown for December 2015 and January 2016 and stated that the Compensation Board representative had told him that his salary had been cut. Sheriff Hill then asked the Board to look at a Memorandum dated April 16, 2012 and 2013 explaining what the salary supplements were used for. Sheriff Hill then referenced his time of employment with the School system and claimed he was not a new employee. He also stated that he would like to retain the former Sheriff's salary supplement.

April 12, 2016

Mr. Bruguere stated that the Finance Department needed to look at the figures provided; however if the funds were truly unencumbered, he thought they should supplement the vehicles. Mr. Saunders agreed that they would look at the proposal.

Mr. Hale then noted that he had the opportunity to speak with the Fluvanna Sheriff about hiring challenges and he noted that they could not compete with adjoining localities in terms of salaries. He noted that Nelson also provided a quality of life that could attract people as much as pay. Sheriff Hill agreed that Nelson was a great place to live and he was trying to recruit locals and minorities; however he was limited in the salary he could offer; which made Nelson a stepping stone for many.

C. VDOT Report

Mr. Austin reported that he would check the speed limit posted on Tan Bark Drive for Ms. Amidon. Mr. Harvey noted he thought the speed limit may not be posted and if not it would be 55 mph. Mr. Austin noted that a speed study would have to be done before it could be changed.

Mr. Austin noted that the Secondary Six Year Plan was originally scheduled for that evening; however, there was an issue with the public hearing notices. He added that the budget funds were not yet available from the VDOT central office. He then noted that the Rural Rustic priority list was what staff intended to move forward with. Mr. Saunders then reiterated that he would like one more mile on Cedar Creek done and Mr. Austin noted this was priority #4 on the list. Mr. Austin added that priorities #1 and #2 were started and should stay where they were in the order since they had started some preliminary engineering and environmental work on those.

Mr. Hale noted he was reluctant to change anything scheduled for funding and Mr. Austin agreed. He added that if they desired, they could look at rearranging priorities below #3 on the list and no changes were made by the Board.

VDOT issues:

Mr. Austin reported that there were Safety Improvement funds to be used in the County for trench widening at Tan Yard Road. He noted that there was not quite enough funds to do it; however they may get more funds in July. Mr. Bruguere reiterated that there was more traffic there because of the convenience center. Mr. Austin noted that he could give the Board the cost in the near future and it would become part of the county-wide plan. He added he hoped to have the estimate at the May meeting.

Mr. Hale then noted that the County had been asked by the State if the Route numbers could be changed for the ends of Dutch Creek that were abandoned; in order to avoid confusion. He noted that he did not like to see Route numbers changed and Mr. Austin advised that they could request that it be left as is. Supervisors then agreed by consensus to request that the State leave the Dutch Creek Route numbers as is.

April 12, 2016

Mr. Austin then reported a request for guardrail at Front St and Route 56.

Mr. Bruguere reported a problem on Campbell's Mountain Road of tractor trailers coming from the other side. He asked if some signs could be put up there because GPS systems were telling drivers they could go that way as a short cut to North Carolina. Mr. Austin noted he was not sure if there was a sign there stating the route was not recommended for trucks; but he would verify that. Mr. Bruguere noted that this was becoming more frequent and Mr. Austin noted if there was not a sign already there he would get something in place. Mr. Bruguere suggested that the signs be placed near Lyndhurst so the trucks could turn around before going too far.

Mr. Saunders noted that he had noticed Route 29 being cleaned up and he noted they were doing a great job. Mr. Austin noted they were pulling crews out of Rustburg and working four (4) tens instead of four (4) eights.

Ms. Brennan suggested that the yellow flashing arrow at the Food Lion intersection needed to have a sign saying what it meant. Mr. Austin then advised that he thought the flashing yellow arrow was going to be removed so he would check on that. He added that if not, he would check on adding the sign.

Ms. Brennan then advised that there was a smashed guardrail at the end of Buck Creek at Route 29. Mr. Austin supposed this was being looked at for repair and noted that if it were, it would be marked with an X.

Ms. Brennan inquired if the passing lanes on Route 6 had been checked on and Mr. Austin noted this had not yet been done.

Ms. Brennan asked about whether or not VDOT handled school bus stop sign removals and Mr. Austin advised that they had to ask the School Transportation Department whether or not they were still needed. He noted that VDOT only reviewed signs for removal at the Board's request.

VI. New Business/ Unfinished Business

A. Proposed Amendments to County Code, Appendix A – Zoning “Roadside Stands and Farmers Markets” (O2016-01)

Mr. Padalino noted the review process for the proposed amendments and added that proposed language from Harley Joseph of VDOT had been included. He then noted that the change to the Service Enterprise District was discovered after the fact and the recommendation was for these to be by right in SE-1; so the special use language would be removed. Mr. Padalino then noted that a terminology change had been made to remove the word farming and instead use the term agricultural operations.

Mr. Harvey asked how the setbacks for roadside stand in a Service Enterprise District were affected and Mr. Padalino noted that these would still have to be met if having a permanent structure; however he noted that most roadside stands were temporary.

April 12, 2016

Mr. Hale asked if a roadside stand was on the farm, was this by right and Mr. Padalino noted that this would simply be a farm and these amendments were not related; they only related to off-farm sales.

There being no further questions by the Board, Ms. Brennan moved to approve Ordinance **O2016-01**, Amendment of the Code of Nelson County, Virginia, Appendix A Zoning, Article 2 Definitions, Article 4 Agricultural District (A-1), Article 8 Business District (B-1), and Article 8B Service Enterprise District (SE-1) "Roadside Stands" and "Farmers Markets" and Mr. Bruguire seconded the motion.

Ms. Brennan then thanked Mr. Bruguire for the work put into the amendments. Mr. Bruguire noted that he had gotten a call from the work group just prior to the meeting wanting to see a Farmers Market in A-1 by right. He noted that he saw the point; however the one in Nellysford was still a business and was more than a farm stand because of the other vendors. He added that if the only one in the County had to move; they would have guidelines to go by. Mr. Harvey then advised that the Farmers Market land was owned by the Wintergreen Property Owners Association (WPOA).

Mr. Hale reiterated Ms. Brennan's comments and noted he thought they got the best results when interested parties were included in the process of making changes.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following Ordinance was adopted:

ORDINANCE O2016-01
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA, APPENDIX A
ZONING, ARTICLE 2 DEFINITIONS, ARTICLE 4 AGRICULTURAL DISTRICT
(A-1), ARTICLE 8 BUSINESS DISTRICT (B-1), AND ARTICLE 8B SERVICE
ENTERPRISE DISTRICT (SE-1) "ROADSIDE STANDS" AND "FARMERS
MARKETS"

BE IT ORDAINED, by the Nelson County Board of Supervisors that Appendix A Zoning, Article 2, Definitions, Article 4 Agricultural District (A-1), Article 8: Business District (B-1), Article 8B: Service Enterprise District (SE-1) be amended to revise the definitions, application requirements, and regulations for "off-farm agricultural retail sales" land uses, including Roadside Stands and Farmers Markets as follows:

Article 2: Definitions

Remove the following definition:

Wayside stand, roadside stand, wayside market: Any structure or land used for the sale of agriculture or horticultural produce; livestock, or merchandise produced by the owner or his family on their farm.

April 12, 2016

Add the following definitions:

Farmers Market: Any structure, assembly of structures, or land used by multiple vendors for the off-farm sale or resale of agricultural and/or horticultural products, goods, and services, including value-added agricultural or horticultural products. Farmers Markets may include the sale or resale of accessory products, including arts, crafts, and/or farm-related merchandise, as long as the majority of products being offered for sale are, in the aggregate, comprised of agricultural or horticultural products.

Roadside Stand: Any use of land, vehicle(s), equipment, or facility(s) used by a single vendor for the off-farm sale or resale of agricultural and/or horticultural products, goods, and services, including value-added agricultural or horticultural products. Roadside Stands may include the sale or resale of accessory products, including arts, crafts, and/or farm-related merchandise, as long as the majority of products being offered for sale are, in the aggregate, comprised of agricultural or horticultural products. The majority of products being offered for sale by the Roadside Stand operator must have been cultivated, produced, processed, or created on an agricultural operation owned or controlled by the operator or operator's family. Roadside Stands shall not be located within Virginia Department of Transportation right-of-way.

Roadside Stand, Class A: A Roadside Stand which accesses a Local or Secondary road, or other road which is not functionally classified (as defined by the Virginia Department of Transportation).

Roadside Stand, Class B: A Roadside Stand which accesses a Minor Collector, Major Collector, Minor Arterial, Principal Arterial, or other road which is functionally classified (as defined by the Virginia Department of Transportation), or located within three-hundred (300) feet of an intersection with any such road.

Article 4: Agricultural District (A-1)

Revise the following provision in Section 4-11 "Administrative Approvals:"

The Zoning Administrator may administratively approve a zoning permit for the following uses, provided they are in compliance with the provisions of this Article.

4-11-2 Roadside Stand, Class A, which provides one (1) year of approval. An approved Class A Roadside Stand may be renewed annually; no renewal fee or site plan resubmission shall be required with any request for annual renewal unless the layout, configuration, operation, vehicular ingress/egress, and/or scale is substantially modified.

No Class A Roadside Stand permit may be approved or renewed unless the Planning and Zoning Director reviews and approves the following operational details regarding the safety and appropriateness of the proposed Roadside Stand:

April 12, 2016

- (i) Signed affidavit declaring that the majority of products offered for sale at the Roadside Stand are cultivated, produced, processed, or created on an agricultural operation owned or controlled by the operator or operator's family.
- (ii) Location and type of proposed Roadside Stand equipment or facility:
 - a. All Roadside Stand structures or facilities must be located outside of VDOT right-of-way
 - b. All permanent Roadside Stand structures must comply with the required front yard setback areas of the applicable zoning district
- (iii) Location and details of proposed signage:
 - a. Maximum of one sign allowed, which may be double-sided
 - b. Maximum of twelve (12) square feet of signage
 - c. Must be located outside of VDOT right-of-way
- (iv) Sketch site plan, including accurate locations and dimensions of:
 - a. property boundaries and right-of-way
 - b. proposed location of Roadside Stand equipment and/or facility(s)
 - c. proposed signage
 - d. proposed layout and provisions for safe vehicular ingress, egress, and parking
 - e. lighting plan and lighting details (for any Roadside Stand request involving any proposed operation(s) after daylight hours)
- (v) Review comments from Virginia Department of Transportation:
 - a. VDOT review comments must include a formal "recommendation for approval" by VDOT before a Class A Roadside Stand permit can be approved by the Zoning Administrator

Add the following provisions to Section 4-1-a "Uses – Permitted by Special Use Permit only:"

*4-1-47a Roadside Stand, Class B

*4-1-48a Farmers Market

Article 8: Business District (B-1)

Add the following provisions to Section 8-1 "Uses – Permitted by right:"

8-1-25 Roadside Stand, Class A and B

8-1-26 Farmers Market

Article 8A: Business District (B-2)

April 12, 2016

Add the following provisions to Section 8A-1 “Uses – Permitted by right:”

8A-1-15 Roadside Stand, Class A and B

8A-1-16 Farmers Market

Article 8B: Service Enterprise District (SE-1)

Add the following provisions to Section 8B-1 “Uses – Permitted by right:”

8B-1-4 ~~Farming~~ Agricultural Operations

8B-1-25 Roadside Stand, Class A and B

8B-1-26 Farmers Market

Delete the following provisions of Section 8B-1-a “Uses – Permitted by Special Use Permit Only:”

*8B-1-10a Wayside Stands

BE IT FURTHER ORDAINED, by the Nelson County Board of Supervisors that this Ordinance becomes effective upon adoption.

*Note: These Section numbers were amended administratively on April 28, 2016 to reflect the correct numbering sequence.

B. Proposed Amendment to County Code, Appendix A – Zoning,
“Bed & Breakfast Uses” **(O2016-02)**

Mr. Padalino noted the review process that had been undertaken and the changes to Class A and B Bed and Breakfast definitions that had been incorporated.

Mr. Harvey then questioned the campground definition and Mr. Padalino noted that campgrounds had been provided for and defined; however, this was a new definition that was more simplified. He then read aloud the current definition and noted that the new definition included motor homes or RVs and used the term transient (less than 30 days) which was compatible with tax laws. In response to questions, Mr. Padalino advised that none of this applied to storage sheds; which the Building Code Official would have to weigh in on. He then added that the old definition referred to paying or non-paying guests and he was not sure why.

Mr. Hale inquired as to the changes in Home Occupations Classes and Mr. Padalino noted that it was most important and had stayed the same except for the removal of the language related to the renting of homes to tourists. He noted that otherwise, it was the same. He then added that Class A and B mirrored the same concept as home occupation; where in Class A, the owner lived on premise and in Class B the owner did not live on premise and could rent rooms to more guests.

April 12, 2016

Ms. Brennan then moved to approve Ordinance **O2016-02** Amendment of the Code of Nelson County, Virginia, Appendix A Zoning, Article 2 Definitions, Article 4 Agricultural District (A-1), Article 5 Residential District (R-1), Article 6 Residential District (R-2), Article 7 Residential Planned Community District (RPC), Article 8 Business District (B-1), Article 8A Business District (B-2), and Article 8B Service Enterprise District (SE-1) “Bed and Breakfast” Uses.

Mr. Bruguiere seconded the motion and there being no further discussion, Supervisors voted (4-1) by roll call vote to approve the motion, with Mr. Harvey voting No and the following Ordinance was adopted:

ORDINANCE O2016-02
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF THE CODE OF NELSON COUNTY, VIRGINIA, APPENDIX A
ZONING, ARTICLE 2 DEFINITIONS, ARTICLE 4 AGRICULTURAL DISTRICT
(A-1), ARTICLE 5 RESIDENTIAL DISTRICT (R-1), ARTICLE 6 RESIDENTIAL
DISTRICT (R-2) ARTICLE 7 RESIDENTIAL PLANNED COMMUNITY DISTRICT
(RPC), ARTICLE 8 BUSINESS DISTRICT (B-1), ARTICLE 8A BUSINESS
DISTRICT (B-2) , AND ARTICLE 8B SERVICE ENTERPRISE DISTRICT (SE-1)
“BED AND BREAKFAST” USES

BE IT ORDAINED, by the Nelson County Board of Supervisors that Appendix A Zoning, Article 2, Definitions, Article 4 Agricultural District (A-1), Article 5 Residential District (R-1), Article 6 Residential District (R-2), Article 7 Residential Planned Community District (RPC), Article 8: Business District (B-1), Article 8A Business District (B-2), and Article 8B Service Enterprise District (SE-1) be amended to revise the definitions, application requirements, and regulations for “Bed and Breakfast” Uses as follows:

Article 2: Definitions

Remove the following definitions:

Boardinghouse, tourist home: A building arranged or used for lodging, with or without meals, for compensation by more than five (5) and not more than fourteen (14) persons and open to transients. A boardinghouse or tourist home shall not be deemed a home occupation.

Tourist home: See Boardinghouse.

Add the following definitions:

Bed and Breakfast, Class A: A use composed of transient lodging provided by the resident occupants of a dwelling that is conducted within said dwelling and/or one or more structures that are clearly subordinate and incidental to the single family dwelling, having not more than six (6) guest rooms in the aggregate, and having not more than twelve (12) transient lodgers in the aggregate, and which also may include rooms for dining and for meetings for use by transient lodging guests of the class A

April 12, 2016

bed and breakfast, provided that the dining and meeting rooms are accessory to the class A bed and breakfast use.

Bed and Breakfast, Class B: A use composed of transient lodging provided within a single family dwelling and/or one or more structures that are clearly subordinate and incidental to the single family dwelling, having not more than ten (10) guest rooms in the aggregate, and having not more than twenty-four (24) transient lodgers in the aggregate, and which also may include rooms for dining and for meetings for use by transient lodging guests of the bed and breakfast provided that the dining and meeting rooms are accessory to the bed and breakfast use.

Boardinghouse: A use composed of a single building in which more than one room is arranged or used for lodging by occupants who lodge for thirty (30) consecutive days or longer, with or without meals, for compensation. A boardinghouse may be occupied by the owner or operator, but may not be operated on the same parcel as a bed and breakfast.

Tent: A structure or enclosure, constructed of pliable material, which is supported by poles or other easily removed or disassembled structural apparatus.

Transient: A guest or boarder; one who stays for less than thirty (30) days and whose permanent address for legal purposes is not the lodging or dwelling unit occupied by that guest or boarder.

Transient lodging: Lodging in which the temporary occupant lodges in overnight accommodations for less than thirty (30) consecutive days.

Vacation House: A house rented to transients. Rental arrangements are made for the entire house, not by room. Vacation houses with more than five (5) bedrooms are subject to the requirements contained in Article 13, Site Development Plan.

Amend the following:

Campground: Any place used for transient camping where compensation is expected in order to stay in a tent, travel trailer, or motor home. Campgrounds require the provision of potable water and sanitary facilities.

Dwelling: Any building which is designed for residential purposes (except boardinghouses, dormitories, hotels, and motels).

Dwelling, single-family detached: A building arranged or designed to contain one (1) dwelling unit.

Home Occupation, class A: An occupation carried on by the occupant of a dwelling as a secondary use in connection with which there is no display, and not more than one (1) person is employed, other than members of the family residing on the

premises, such as the tailoring of garments, the preparation of food products for sale, and similar activities, beauty parlors, professional offices such as medical, dental, legal, engineering, and architectural offices conducted within a dwelling or accessory building by the occupant.

Home Occupation, class B: An occupation carried on by the occupant of a dwelling as a secondary use in connection with which there is no display, and not more than four (4) persons are employed, other than members of the family residing on the premises, such as the tailoring of garments, the preparation of food products for sale, and similar activities, beauty parlors, professional offices such as medical, dental, legal, engineering, and architectural offices conducted within a dwelling or accessory building by the occupant.

Hotel: Any hotel, inn, hostelry, motel, or other place used for overnight lodging which is rented by the room to transients, is not a residence, and where the renting of the structure is the primary use of the property.

Travel Trailer: A vehicular, portable structure built on a chassis, designed as a temporary dwelling for travel, recreational, and vacation uses. The term "travel trailer" does not include mobile homes or manufactured homes.

Article 4: Agricultural District A-1

Section 4-1 Uses – Permitted by right.

- 4-1-3 Boardinghouse
- 4-1-30 Bed and Breakfast, Class A
- 4-1-31 Bed and Breakfast, Class B
- 4-1-32 Vacation House

Section 4-1-a Uses – Permitted by Special Use Permit only:

- 4-1-10a Campground

Article 5: Residential District R-1

Section 5-1 Uses – Permitted by-right:

- 5-1-17 Bed and Breakfast, Class A
- 5-1-18 Bed and Breakfast, Class B, the subject property contains more than one zoning classification with a majority portion of the subject property zoned Agricultural A-1
- 5-1-19 Vacation House, if the subject property contains more than one zoning classification with a majority portion of the subject property zoned Agricultural A-1

Section 5-1-a Uses – Permitted by Special Use Permit only:

- 5-1-4a Bed and Breakfast, Class B, if the provisions in 5-1-18 do not apply to the subject property

April 12, 2016

5-1-5a Vacation House, if the provisions contained in 5-1-19 do not apply to the subject property

Article 6: Residential District R-2

Section 6-1-a Uses – Permitted by Special Use Permit only:

6-1-3a Boardinghouse

6-1-4a Bed and Breakfast, Class A

6-1-5a Vacation House

Article 7: Residential Planned Community District RPC

Section 7-5-2 Single-Family Residential Sector - SR

In Single-Family Residential Sectors, the following uses will be permitted:

1. Single-family detached dwellings.
2. Single-family attached dwellings.
3. Other uses as permitted in Residential Districts R-1 and in Section 7-5-1(b); except that Vacation House shall be a permissible by-right use in the SR Sector of the RPC District and shall not require a Special Use Permit.

Article 8: Business District B-1

Section 8-1 Uses – Permitted by right:

*8-1-27 Bed and Breakfast, Class A, if the subject property contains an existing non-conforming dwelling or has an approved Special Use Permit for dwelling units pursuant to 8-1-10a

*8-1-28 Bed and Breakfast, Class B, if the subject property contains an existing non-conforming dwelling or has an approved Special Use Permit for dwelling units pursuant to 8-1-10a

*8-1-29 Vacation House, if the subject property contains an existing non-conforming dwelling or has an approved Special Use Permit for dwelling units pursuant to 8-1-10a

Section 8-1-a Uses – Permitted by Special Use Permit only:

8-1-13a Campground

Article 8A: Business District B-2

Section 8A-1-a Uses – Permitted by Special Use Permit only:

*8A-1-7a Hotel

Article 8B: Service Enterprise District SE-1

Section 8B-1 Uses – Permitted by right.

April 12, 2016

8B-1-3 Boardinghouse, vacation house, Class A bed and breakfast, Class B bed and breakfast, churches, church adjunctive graveyards, libraries, schools, hospitals, clinics, parks, playgrounds, post offices, fire department, and rescue squad facilities

*Section 8B-1-a Uses – Permitted by Special Use Permit only:
8B-1-14a Campground*

BE IT FURTHER ORDAINED, by the Nelson County Board of Supervisors that this Ordinance becomes effective upon adoption.

*Note: These Section numbers were amended administratively on April 28, 2016 to reflect the correct numbering sequence.

Mr. Bruguere stated he was unsure about the inclusion of primitive tent camping in the campground definition; however it could be revisited at a later date.

C. Establishment of 2016 Tax Rates (R2016-25)

Mr. Hale noted that the proposed tax rates were unchanged from the current year at \$.72 for Real Estate, \$3.45 for Tangible Personal Property, \$1.25 for Machinery and Tools Tax, and \$0.72 for Mobile Home Tax.

Mr. Bruguere then moved to approve resolution **R2016-25**, Establishment of 2016 Tax Rates and Mr. Saunders seconded the motion.

Mr. Hale noted that these rates had previously been discussed in budget workshops and the Board was working to be sure that expenditures did not exceed the revenue anticipated with those rates.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

**RESOLUTION R2016-25
NELSON COUNTY BOARD OF SUPERVISORS
ESTABLISHMENT OF 2016 TAX RATES**

RESOLVED, by the Nelson County Board of Supervisors, pursuant to and in accordance with Section 58.1-3001 of the Code of Virginia, 1950, that the tax rate of levy applicable to all property subject to local taxation, inclusive of public service corporation property, shall remain as currently effective until otherwise re-established by said Board of Supervisors and is levied per \$100 of assessed value as follows:

Real Property Tax	\$0.72
Tangible Personal Property	\$3.45
Machinery & Tools Tax	\$1.25

April 12, 2016

Mobile Home Tax

\$0.72

D. Establishment of 2016 Personal Property Tax Relief (**R2016-26**)

Ms. McCann noted that the resolution contained the same rate of tax relief that was currently in place and was based on information that the values were not going to change significantly received from the Commissioner of Revenue's office. She then noted the rules for relief as stated in the resolution.

Mr. Carter added that personal property tax relief was enacted during the Gilmore administration and its intent was to go to 100% to eliminate the tax altogether. He noted that the State had come up with a distribution formula and for Nelson the relief amount was \$1.7 million. He added that the problem with this was that the amount was static and it resulted in a decline in relief. He noted that this had not been changed since it was implemented by the state and as values went up, the amount of relief was lower. Ms. McCann added that the tax rate increase had also lowered the amount of relief to be distributed.

Mr. Bruguere then moved to approve resolution **R2016-26**, 2016 Personal Property Tax Relief and Ms. Brennan seconded the motion.

Mr. Hale inquired what would happen if this were not adopted by the Board and Mr. Carter noted it was mandatory and they would be in violation of the law.

There being no further discussion, Supervisors voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

RESOLUTION R2016-26
NELSON COUNTY BOARD OF SUPERVISORS
2016 PERSONAL PROPERTY TAX RELIEF

WHEREAS, the Personal Property Tax Relief Act of 1998, Va. Code § 58.1-3524 has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly; and

WHEREAS, the Nelson County Board of Supervisors has adopted an Ordinance for Implementation of the Personal Property Tax Relief Act, Chapter 11, Article X, of the County Code of Nelson County, which specifies that the rate for allocation of relief among taxpayers be established annually by resolution as part of the adopted budget for the County.

NOW THEREFORE BE IT RESOLVED that the Nelson County Board of Supervisors does hereby authorize tax year 2016 personal property tax relief rates for qualifying vehicles as follows:

April 12, 2016

- Qualified vehicles with an assessed value of \$1,000 or less will be eligible for 100% tax relief;
- Qualified vehicles with an assessed value of \$1,001 to \$20,000 will be eligible for **39%** tax relief;
- Qualified vehicles with an assessed value of \$20,001 or more shall be eligible to receive **39%** tax relief only on the first \$20,000 of assessed value; and
- All other vehicles which do not meet the definition of “qualifying” (business use vehicle, farm use vehicle, motor homes, etc.) will not be eligible for any form of tax relief under this program.

BE IT FINALLY RESOLVED that the personal property tax relief rates for qualifying vehicles hereby established shall be effective January 1, 2016 through December 31, 2017.

E. Introduced – Resolution requesting that FERC require a Programmatic Environmental Impact Statement for the Atlantic Coast Pipeline.

Ms. Brennan introduced this item and Mr. Saunders reiterated his previous inquiry regarding if any items to be added to the agenda should first be approved by the Board. Mr. Carter noted that this depended on how formal the Board’s process was and in the past it has been customary for the Board to add items as needed.

Ms. Brennan noted that this particular resolution was introduced at a Budget Work Session and Mr. Carter confirmed it had been previously recommended and discussed; however it had not been voted upon.

Ms. Brennan further explained that the resolution asked FERC to look at all of the proposed pipelines in aggregate as well as individually in order to get a better overall picture.

Mr. Saunders then noted that the FERC Chair had already turned this down; however the Board could still vote on it. Mr. Hale also noted that he thought the concept had been turned down. Mr. Carter advised that he had reviewed the letters from FERC to the State Senators, and Senator Kaine’s letter said that FERC would look at the cumulative effect of all of the pipelines; but not by PEIS, and the one to Goodlatte had advised that they would not do a PEIS.

Ms. Brennan then noted that it had been requested by many and that FERC could change their mind. She then moved to approve resolution **R2016-27**, Resolution petitioning the Federal Energy Regulatory Commission to Complete a Programmatic Environmental Impact Statement (PEIS) for the Atlantic Coast Pipeline and there was no second.

Mr. Harvey noted it was hard to vote on something he had not yet seen even though Ms. Brennan had given it to him the day before. Ms. Brennan noted that it was important to look at the combined impact on water issues and she noted it was currently a free for all and no criteria had been established for these pipelines. She added that water was important to the County. Mr. Harvey questioned whether or not the resolutions had any effect and Ms. Brennan noted this was uncertain however, it was an expression of concern about the health

April 12, 2016

and welfare of the community. Mr. Saunders then advised that this analysis had already been covered in their permits and the resolution would have no effect. He added that the request had already been turned down and that FERC would not look at it.

Ms. Brennan then noted that Dominion had been fined and taken to court over things and that the resolution asked them to pay attention to things that mattered so that they were aware that the Board and Community cared. Mr. Saunders noted that the pipeline would be highly regulated and Ms. Brennan noted that the resolution asked them to pay attention to water in particular.

Mr. Harvey noted he would like more time to consider it and when asked, Ms. Brennan stated she did not want to withdraw her motion.

Mr. Hale noted he did not think it did any harm to express their opinion on this and that was all it was. He noted that the Board had previously passed resolutions regarding the ACP for various reasons and to request that FERC look at the four proposed pipeline projects in Virginia together made sense. He added that he thought there ought to be an overall examination of the impact of the projects. He noted that he was also aware that they did not have any decision making power in the process and that FERC was not likely to do it; however it did not mean that the Board should not state its opinion on the matter. Mr. Hale then noted that the Keystone Pipeline had a huge oil spill, pipelines did present environmental hazards, and they should be carefully regulated.

Ms. Brennan further explained that the resolution asked FERC to look at the pipelines together and in so doing; they may decide that all of them were not needed. She added that she was concerned that FERC was not looking at the whole picture.

Mr. Bruguere noted that pipelines were safer than transporting the natural gas by rail and or in trucks and they were far more likely to be in an accident on Route 151. He added that he thought via pipeline was the best way to transport these resources. Ms. Brennan then countered that natural gas was not transported by rail or trucks as it would have to be liquefied.

There being no further discussion, Mr. Hale called for the vote and Supervisors voted (2-3) by roll call vote to not approve the motion with Mr. Hale and Ms. Brennan voting Yes, and Mr. Harvey, Mr. Bruguere, and Mr. Saunders voting No. The following resolution was not approved:

DISAPPROVED 4/12/16

DRAFT RESOLUTION R2016-27

NELSON COUNTY BOARD OF SUPERVISORS

**RESOLUTION PETITIONING THE FEDERAL ENERGY REGULATORY
COMMISSION TO COMPLETE A PROGRAMMATIC ENVIRONMENTAL
IMPACT STATEMENT (PEIS) FOR THE ATLANTIC COAST PIPELINE**

WHEREAS, under the National Energy Policy Act (NEPA), federal agencies can prepare a programmatic EIS for a series of anticipated projects in a specific region with similar

April 12, 2016

environmental impacts, and then rely on the analysis in the PEIS in subsequent project-specific EISs prepared for particular projects; and

WHEREAS, the Atlantic Coast Pipeline (ACP), the Mountain Valley Pipeline, the WB Express, and the Appalachian Connector are all similar projects proposed for the Central Blue Ridge and Appalachian Mountain Region of Virginia, for similar purposes, and in the same general time period; and

WHEREAS, a federal agency's use of a PEIS does not substitute for a site-specific EIS for particular projects, but would allow the ACP EIS to promote more uniform analysis for all stakeholders involved and avoid unnecessary duplication and delay in the agency's environmental review; and

WHEREAS we are deeply concerned that construction of the proposed Atlantic Coast Pipeline will negatively impact the environment and economy of Nelson County and the larger region; and

WHEREAS FERC's current intention to perform a project specific EIS solely for the Atlantic Coast Pipeline will not adequately address essential questions regarding the impact of, need for, and alternatives to the ACP; and

WHEREAS, a programmatic Environmental Impact Statement would result in greater protection of our most valuable resources.

NOW, THEREFORE, BE IT RESOLVED by the Nelson County Board of Supervisors that in consideration of the points made above, the Nelson County Board of Supervisors respectfully requests that:

1. FERC complete a programmatic Environmental Impact Statement for the Atlantic Coast Pipeline and similar projects as named above; and

2. That the PEIS include the following parameters:

Baseline Conditions – Overview of the natural resources, scenic view sheds, and historic resource conditions, with particular attention on waterways and water supplies;

Regional Need for Additional Pipeline Capacity – To guide project-specific pipeline project review by FERC and the Forest Service;

Uniform Pipeline Route and Watercourse Crossing Criteria – Based on regionally-specific criteria related to impacts on drinking water supplies, develop uniform criteria for environmental assessment of pipeline crossings over watercourses.

AND BE IT FURTHER RESOLVED that the Nelson County Board of Supervisors directs

April 12, 2016

the Clerk of the Nelson County Board of Supervisors to send a copy of this resolution to: Governor of Virginia Terry McAuliffe, Virginia Senator Creigh Deeds, Virginia Delegate Richard Bell, Virginia Delegate Matthew Farris, US Senator Mark Warner, US Senator Tim Kaine, US Congressman Robert Hurt, Thomas Speaks, Jr., Forest District Supervisor, and Shawn Garvin, Regional administrator, Environmental Protection Agency, and the Federal Energy Regulatory Commission (FERC).

F. Status of Courthouse Project and Tour by Jim Vernon

Mr. Vernon addressed the Board and noted that Jamerson Lewis was the project Contractor, William Cook was the Project Manager, and Paul Whitney was the Site Superintendent. He noted that they were working with four older buildings and there was a lot to uncover and discover. He noted that the project team was having monthly owner's review meetings with many staff included. He added that this number of staff was unusual; however it has been very positive and it kept everyone informed. He then thanked the County for committing its resources and introduced Mr. Whitney. Mr. Vernon then noted that Ms. Smythers and Judge Garrett had also been very involved in the process and that everyone has been exceptionally patient while the work was going on. He added that they were getting past the worst of it now as the work had been demolition and underground work for the past two months. He advised that the footings and foundations were done, the underground utilities were run, and connections were made to the cooling tower. He added that framing in the courtroom floor had been done as well as new runs of ductwork, sprinkler lines, and fiber optic cabling. Mr. Vernon then reported that in the last month, the new addition was going up on the north side and south side of the complex and one could now see where the new waiting room was located between the buildings. Mr. Vernon then advised that February 19, 2017 was the new completion date. He added that there had been a net of \$19,547 in change orders so far; which was .4% of the original contract cost. He noted that they did not think there would be any more surprises except for possibly in the basement area.

Mr. Bruguiere asked about the structural sagging in the 1810 courthouse and Mr. Vernon noted that there was both water and old termite damage there. He added that Mr. Thompson had recommended that they use concrete beams to hold up the floor. He noted there was some moisture damage in the brickwork and they had put in steel galvanized lintels.

Ms. Brennan asked if they had found any mold and Mr. Vernon advised they had not. He added that they had removed bathroom fixtures with very little behind them. Mr. Vernon then advised that there had been some unforeseen asbestos material around piping; however that was to be expected. He added that they had found an unrecorded manhole out in the yard that had to be taken care of and they had reconnected lines to get it back to sanitary sewer.

Supervisors and staff then took a tour of the project areas at 4:00 PM.

VII. Reports, Appointments, Directives, and Correspondence

A. Reports

1. County Administrator's Report

April 12, 2016

Mr. Carter reported the following:

1. Courthouse Project Phase II: A project meeting was conducted on April 6. William Cook, Project Manager, of Jamerson-Lewis provided an extensive overview of current and ensuing project activities. The meeting included a review of project change orders approved or pending approval. To date total change orders, including credits, are approximately \$11,320 with a \$2,966 CO pending approval. Work towards the construction of the building expansion on the north side of the Courthouse (facing the parking lot and adjacent to the Clerk's office) continues to make good progress. J-L's project schedule anticipates turnover of Phase 1 (the second floor 1940's area, inclusive of the building expansion) on 7-13. This will result in the relocation to this area of County Administration, Finance and HR and Information Services. No major concerns or issues to report.

The Board will conduct a tour of the project on 4-12 (approximately 4 p.m.), inclusive of representatives of Architectural Partners and Jamerson-Lewis Construction.

2. Broadband: Phase 1 of the network expansion project is still in process with approximately 60% (3.1 of 5.1 miles) completed. Phases 2 and 3 will follow the completion of Phase 1. CCTS, the project contractor, has submitted plans to VDOT for right of way permits for Phase 2 and 3. A walk through of the Phase 2 and 3 areas with VDOT, County and CCTS staff is required and VDOT staff have submitted comments on the Phase 2 and 3 plans. CCTS has also advised of their intent to complete the project by May 30th. This is definitely possible but also may be somewhat ambitious. CCTS and County staff are also coordinating with the representatives of the Horizons Village Subdivision to enable extension of the network into the subdivision (21 initial new connections). County staff will also meet on 4-12 with Zenith Quest to discuss connecting the new business to the network and to provide for inclusion of a possible 30 jobs that can be reported to VA-DHCD as project outcomes.

Mr. Carter noted that Phase 1 was from Martin's Store to Route 664 and that CCTS had been restricted timewise by VDOT to working from 9am to 3:30 pm.

The Broadband Strategic Planning Project is also in progress. A progress meeting with the project consultant, Design Nine was conducted on 4-8 (including Messrs. Hale and Strong of the NCBA). The meeting entailed discussion of a proposed new rate schedule that primarily involved establishment of a monthly service fee for network customers ((\$25) to provide for a more reliable revenue base for the network's operation and, secondly, moving to a small monthly fee for Internet Service Providers ISPs) rather than a per circuit fee, as a means to attract additional ISPs using the network. Additional discussion focused on the network build out plan (fiber and wireless), a ten year pro forma financial plan (that requires updating) that "could" provide long term financial sustainability, and a network expansion strategy that would be based on neighborhood, subdivision or roadway location take rates (level of interest) of new customers. Additional discussion pertained staffing and the consideration that network operation services not be contracted with a company that also is a network ISP.

April 12, 2016

3. BR Tunnel Project: The project's engineering consultant, Woolpert, Inc., is working to complete all submittals necessary for VDOT to establish project as authorized for construction bidding. This work encompasses both Phase 2 (Tunnel Rehabilitation) and Phase 3 (Western Trail and Parking Area). Woolpert has established a 4-30 deadline for completion of the submittal requirements, which will also be provided to VA-DCR for grant confirmation purposes. A decision from VDOT is pending on the additional funding necessary to complete Phase 3. However, this decision is anticipated to be made in early May (but a decision date is not confirmed). The County will host the members of the Commonwealth Transportation Board for a tour of the Tunnel Project on May 17th at 1 p.m. This visit could be a prelude to a final funding decision on Phase 3! Additionally, through Chairman Hale's efforts the "Tunnel Foundation" continues to raise funding through book sales and guided group tours of Phase 1. Messrs. Hale and Saunders have also been working on re-use of the land purchased for the eastern trail, both for the ensuing construction and, thereafter, to take better advantage of this area.

4. Lovingson Health Care Center: Medical Facilities of America has advised that its attorneys are completing the deed documents necessary to convey the property to the County. County Attorney Payne is also facilitating. As to a prospective acquisition and future use of the facility, there has been no change in status. Ms. Brennan did directly contract Valley Care Management on the company's stated interest in the property. A principal with VCM advised Ms. Brennan that the company has been working on another project start up and pledged to follow up with the County (as they have done so for several months) as immediately as possible. In addition to VCM, Piedmont Housing Alliance and Region Ten continue to be the other interested parties in the property. Region Ten staff have recently made inquiry on the County's status in making a decision and were advised that a decision continues to be pending.

5. Radio Project: Motorola is completing its review of the ability to use a VA State Police tower located on Bear Den Mountain in Albemarle County as a location for the County's radio network to address communication deficiencies along the Rt. 151 Corridor. Motorola's preliminary input is the addition of the County's radio equipment will result in interference with the VSP's radio communications. An alternative that Motorola is also evaluating is the use of the County's tower at the Rockfish Valley Fire Department. Additionally, Black and Veatch (formerly RCC) has obtained a frequency for the use of the vehicle DVRS equipment proposed by Motorola as an enhancement to the Radio System. Motorola is evaluating the sufficiency of the frequency to perform well with the company's DVRS equipment (Digital Vehicle Repeater System). County staff have stressed to Motorola and B&V the importance of completing these subjects as immediately as possible.

6. Region 2000 Service(s) Authority: The Authority convened a special meeting in Rustburg on 3-28 to provide for the conduct of a public hearing that is required to enable the Authority to consider acceptance of an unsolicited design build proposal for the construction/installation of a gas collection system at Livestock Road Landfill in Campbell County. During the meeting the Authority also discussed a draft "Property Value Protection Plan" that, if implemented, could provide up to \$50,000 in funding to eligible property owners whose homes are located within a defined area of the Livestock Road Landfill. The

April 12, 2016

Authority also discussed the addition of a Citizen Representative to regularly meet and participate in Authority meetings. Lastly, the Authority received on 3-28 an opinion from its attorney on payment of Excess Revenues, as established in the Member Use Agreement. The attorney's opinion was the payment of excess revenues would pertain, subject to an annual vote of the Authority, to all of the landfill areas directly purchased by the Authority (from Lynchburg and Campbell). This opinion was the first time any of the member jurisdictions realized the extensiveness of the Excess Revenue provision(s), as previously the understanding was that Excess Revenues only pertained (with respect to Campbell County) to the Cell 3 area the Authority purchased and not to Cells 4 and 5, which the Authority will construct.

The Authority has also established a work group with representation from each member locality (C. McGarry represents Nelson) to review the Authority's long term operational options (i.e. regional landfill, regional transfer station, waste to energy, recycling and composting, etc.). The work group has just recently begun to meet and will report its initial recommendations on an overall scope, use of outside consultants and a cost estimate to the Authority on 3-27.

Mr. Carter noted that the cell expansion between cells 4 & 5 called cell 3 would give the landfill the capacity to last to 2027. He added that the Authority had approved \$1.2 Million for a new gas collection system even though they were not required by law to install it and were below the threshold to have to do so. He noted that the sale of collected gas may be an option.

Mr. Carter also noted that he had suggested to the Region 2000 Director that the proposed Property Value Protection plan policy should pertain to those whose homes were there before the landfill was constructed. He added that there was a large citizen group that attended the meetings and they had heard from them that their realtor told them that the landfill would not be open again.

Mr. Carter then advised that Nelson was a small player with less than 10% of the total tonnage at about 9,000 Tons per year. He noted that none of these things were affecting Nelson financially as the tipping fee would be the same as last year. He added that he did not want to incur extra costs to the extent that the tipping fee went up or they had to keep paying out the excess revenues.

7. Maintenance: **Nelson Memorial Library** - installation of new siding to the western wall of the Nelson Memorial Library has been completed with painting of the siding the next step. Maintenance staff are also working to address accessibility concerns identified by staff of Jefferson Madison Regional Library. These include restrooms, parking, service counter and entryway. **New Maintenance Facility** – Architectural Partners has completed specifications for overall modifications to the facility. Next steps include soliciting proposals from construction companies, conduct of a non-mandatory pre-bid meeting and receipt of bids, all to be completed by 4-29. Acceptance of the low bid proposal will also entail, via contract, the establishment of a construction completion schedule.

April 12, 2016

8. Personnel: As the Board was advised at the budget work session on 4-7, Theresa Brooks has resigned her position as Animal Control Supervisor to accept a security position with the Sheriff's Department. Also, Ms. Stephanie Campbell has accepted employment in the position of Animal Control Officer and began work on 4-4. Stephanie is a native of Nelson County and a graduate of WVU.

9. Department Reports: Included with the BOS agenda for the 4-12-16 meeting.

Following Mr. Carter's report, Supervisors and staff agreed to schedule the next budget work session prior to the dinner break. Mr. Hale noted that the big decisions were the Schools and Compensation.

Mr. Carter then added that external agencies also needed to be considered. Mr. Hale then mentioned that he thought the JAUNT budget questions had been resolved; however he could not find an explanation of the Library request in the binder. He then suggested that the next meeting be on the Agencies and that they work through the binder. He added that they could schedule visits by them at that point. Mr. Carter advised that the Library had requested to continue the phase-in of their 3 year pay plan, to add staffing, and to increase their hours of operation.

Supervisors then agreed to meet the following Tuesday at 4pm in the Old Board Room to primarily work on agency budget requests and the remainder of the agenda was considered during the evening session.

2. Board Reports

Mr. Hale and Ms. Brennan had no report.

Mr. Saunders reported attending Courthouse progress meetings, a Blue Ridge Tunnel meeting, and a tour of the Community Development Foundation housing project.

Mr. Bruguiere noted attendance of the Planning Commission meeting and he noted that he would like to see the Tower Ordinance exclude the length of lightning rods from the overall tower height.

Mr. Harvey reported that the Service Authority has been working on connection fees and he noted that reducing the fees for commercial and residential uses affected the County and not the Authority. He added that he thought the Board needed to endorse the reductions. Mr. Carter noted that the connection fees from Lovingson to Colleen came back to the County because the lines going down Route 29 and the sewer plant were included in the debt.

Mr. Harvey then advised that the Service Authority could do this without a public hearing and when they did the budget in July; however, he reiterated he would like the Board's endorsement on this. He further advised that there had been no connection in the last five (5) years that would affect the Service Authority and it would have no effect on Wintergreen.

April 12, 2016

Mr. Bruguere noted that the Mexican Restaurant in Lovington paid \$32,000 in connection fees related to their sprinkler system that would come back to the County. Mr. Harvey supposed that the pipe must provide a certain amount of water per minute and Mr. Carter also supposed that was why they needed a larger connection. Mr. Bruguere noted that they had to pay for infrastructure as well as the connection and Mr. Harvey noted that the Service Authority had to provide a four (4) inch service to that line. Mr. Hale then noted he was in favor of equalizing the connection fees between the Service Authority and the County and Mr. Harvey noted this would be for the Piney River connection fees.

Mr. Carter advised that it was not very often that the connection fees were paid back to the County and the restaurant was an exception. He noted that the County was paying the debt on that system and the problem was that the debt would run forever because it would take so long for those fees to repay it. He added that the real issue was that the fees were a deterrent to progress and the Board should consider requiring property within 500 feet of the Phase 3 line in Piney River to connect, which would generate \$300 per connection. He noted that the mandatory connection distance should be the same or the fees should be addressed. He explained that the County's rates for Piney River Phase 3 were equal to the Service Authority at the time it was built; however they had since changed theirs and the cost was \$2,000 each. Mr. Carter noted he had no objection to lowering those fees as people were paying those connection fees and the full cost of installation.

Mr. Harvey then noted that the fire hydrant fee would never go away, because it would take a subsidy from the County to make it work; especially at Wintergreen. Mr. Carter then advised that in looking at their audit, the Service Authority could be self-supporting. Mr. Harvey then added that they were maxed out on bonds.

Mr. Hale then advised that the Board needed to make a decision on this and staff had been directed to settle the issue. Mr. Carter advised that it was a matter for the Service Authority to vote on and it was not a Board decision; however they wanted the Board's consent. Mr. Saunders noted he would like to see a proposal to give to them addressing the issue of mandatory connections for homes within 300 feet vs within 1,000 feet.

Supervisors agreed by consensus that the Board would bring back suggestions for their consideration. Mr. Carter advised that the Board could be shown the existing rates and connections fees as well.

B. Appointments

Ms. McGarry noted there were no appointments to be considered by the Board and there was a remaining vacancy on the JABA Council on Aging, with no interest. She further advised that no applications had been received for the North District seat on the Service Authority and Mr. Harvey advised staff to remove this from the list.

C. Correspondence

1. Friends of Nelson – Request FERC to Conduct PEIS, Atlantic Coast Pipeline

April 12, 2016

Mr. Hale noted the correspondence from Friends of Nelson requesting that the Board adopt a resolution requesting that FERC conduct a programmatic environmental impact statement and he advised that the matter had been considered and acted upon earlier in the meeting.

Mr. Hale also noted a letter of thanks from Ms. Carolyn Albritton for the Board's resolution commending her that was adopted in October 2015.

D. Directives

Mr. Harvey, Ms. Brennan, and Mr. Bruguere had no Directives.

Mr. Saunders noted he had an issue to discuss regarding the Gladstone Senior Center. He noted that they had five (5) people at their last meeting, the President wanted give up their post, and they wanted to know what should be done with the organization's remaining funds. Mr. Harvey advised that typically, these funds would be donated to a like organization and Mr. Saunders noted it was approximately \$5,000.

Mr. Carter noted he had spoken to Ms. Lyle; who advised him that she was retiring and she had concerns about the organization. He concurred with Mr. Harvey that their funding could go to a similar organization. He added that they were struggling to keep the building heated during the winter, had other expenses, and there was dissension among their membership. He further speculated that if CSX was informed that the Senior Center was out of the building, it would likely be demolished. Mr. Bruguere then advised that he thought Fleetwood had written into their bylaws where their funds would go in this situation.

Mr. Hale then noted that it was their decision to continue or not and the Board could decide to continue to fund them or not; otherwise, there was not much they could do.

Following discussion, no action was taken by the Board on the matter.

Mr. Hale then noted that the EDA was in charge of Calohill Drive and he directed that staff and Ms. Kelley advised the EDA that it was their responsibility to collect the road maintenance fees from the users of the road and have it fixed. He added that the County funded them \$5,000 per year and they ought to be charged with collecting the money. He added that if they needed funds to improve the road, they should come and ask for it.

VIII. Recess and Reconvene Until 7:00 PM for the Evening Session

At 5:30 pm, Mr. Bruguere moved to adjourn and continue the meeting until 7:00 pm. There was no second and Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

EVENING SESSION 7:00 P.M. – NELSON COUNTY COURTHOUSE

I. Call to Order

April 12, 2016

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

II. Public Comments

There were no persons wishing to be recognized for public comments.

III. Public Hearings

- A. **Class C Communications Tower Permit #2016-01 (CV821 – Greenfield – 5029 Rockfish Valley Hwy)** Proposed Equipment upgrades at an existing communication facility involving equipment replacement and additions and increased tower height.

Prior to the individual public hearings, Mr. Padalino provided a joint summary of both of the tower applications (#2016-01 and #2016-02) given that they were from the same company, both were existing towers, and both sought to include new equipment.

#2016-01:

Mr. Padalino noted that this tower was in the Greenfield area of the North District near Stonegate Lane. He showed its location on a map and noted it was an existing tower site. He added that it was zoned A-1 and he then showed a satellite map of the site and a photo of the existing tower traveling north. Mr. Padalino then noted that the application proposed to add ten (10) feet of additional tower for a total height of 132 ft. He noted that Class C tower permitting required a balloon test for photo simulations showing the new equipment. He then showed the site plan sheet and noted that the Planning Commission had reviewed this; was not required to hold a public hearing, and had recommended approval of additional space up to a 130 ft. tower. It was noted that the application was for a total of 132 ft. or 10% and this would not be substantial per Phil Payne. It was then noted that Ntelos had revised their request down to 130 ft. and the Board could consider both options.

Mr. Bruguere advised that the Planning Commission had recommended that the antenna be dropped down to 120 feet.

Mr. Saunders asked if there was any opposition at the Planning Commission and Mr. Bruguere noted there was not and the extra antenna was generating the extra footage. Mr. Padalino noted that the same discussion had taken place at the Planning Commission and he recommended allowing 130 ft.

The applicant's representative, Ms. Jessie Wilmer then addressed the Board as follows:

Ms. Wilmer noted that Ntelos initially built these sites in 2009 and they were upgrading their equipment for LTE. She noted that when these were approved, the original antennas

April 12, 2016

were six (6) feet and now they were ten (10) feet for LTE. She added that the requirement of flush-mounting them meant they could not put them behind and they had to put radio-heads below. She added that they were only given 10ft and Verizon Wireless was coming in right below them; so they had to go higher. Ms. Wilmer explained that they were not proposing to extend the tower itself rather they would pipe-mount the antennas just above the tower and would not exceed 130 ft. She noted that they would have a 1 inch diameter lightning rod on top that would be barely visible. She noted that if they could not extend higher, it was okay and they would put the lightning rod even with the antennas. Ms. Wilmer added that the microwave dish was to provide Ethernet to the other tower site in question that night and Mr. Carter advised they could possibly get fiber from the county network.

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

Mr. Saunders stated that the lightening rod was not visible, it was for protection, and he would like to see it approved. Mr. Bruguere questioned why the lightning rod was included in the overall tower height. Mr. Padalino confirmed that it was counted in the overall height of the tower and Mr. Harvey asked if those counted on the height limitation for buildings. Mr. Padalino noted he was uncertain of that.

Mr. Saunders then moved to approve application #2016-01 with the additional 2 feet for the lightning rod and Mr. Bruguere seconded the motion.

Mr. Hale noted that for clarification, the antenna on the ground shown in the photos provided would not be used.

There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

- B. **Class C Communications Tower Permit #2016-02 (CV822 – Lodebar – 622 Hearthstone Ln)** Proposed equipment upgrades at an existing communication facility involving equipment replacement and additions and increased tower height due to a proposed 5.3' tall lightning rod.

#2016-02:

Mr. Padalino reported that this application was from the same company for the same equipment, but on a different site. He noted that the site parcel was owned by WPOA and was zoned RPC. He showed the existing site on the map; noting it was near Crawford's Knob and was situated densely within the tree canopy. He added that this tower had a microwave dish that talked to the tower in the first application. He noted the tower was well concealed and photo simulations were shown with the antenna upgrades. He also showed the site plan sheet and noted that the application was reviewed by the Planning Commission, a public hearing by them was not required, and they recommended approval of the application.

April 12, 2016

Ms. Wilmer of Ntelos addressed the Board and noted that the tower was originally approved at 130 feet and they were not proposing to extend the height; rather they were adding a microwave dish that would talk back to the other site as noted by Mr. Padalino.

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

Mr. Harvey then inquired as to any required distance restrictions between towers and it was noted that the old ordinance did contain a provision that they be a minimum of two (2) miles apart. Mr. Padalino added that these were probably close to being within two miles of each other and it was possible this could have been approved as an exception. Mr. Hale noted that these likely met the ordinance requirements since there was a lot of opposition to the first tower going in.

Mr. Hale then asked how Ntelos was making the applications if the towers were owned by someone else and it was then noted that “authorized agents” could make the applications and in this case, they had been authorized by WPOA.

Mr. Bruguiere then moved to approve Tower Permit #2016-02 and Mr. Saunders seconded the motion. There being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

C. Consideration of Proposed Amendments to Zoning Ordinance Article 18, Limited Industrial (M-1) District:
Section 18-3 “Uses – Permitted by Special Use Permit Only”

Mr. Padalino noted that this item had been referred to the Planning Commission by the Board in response to correspondence from Heather Goodwin. He added that any amendment would be applicable county-wide for all M-1 property.

Mr. Padalino then noted that the existing uses in Article 18 (Limited Industrial District M-1) primarily pertained to indoor industrial uses and he noted the following Statement of Intent:

“This district is intended to provide for and encourage limited industries to locate and/or expand in order to foster development of the local economy. These industries are generally light industrial which are office oriented or oriented toward the manufacturing, processing, assembly, warehousing and/or distributing of goods and materials which are dependent upon previously prepared raw materials refined or processed elsewhere. It is expected that uses in this district are to be operated from within a building.”

Mr. Padalino then noted the Board of Supervisors referred language and then the Planning Commission recommended language as follows:

Referred Language:

April 12, 2016

Amend Article 18 (“Limited Industrial District M-1”), Section 18-3 (“Uses – Permitted by Special Use Permit only.”) as follows:

18-3-1: Any by-right use or permissible accessory use requiring outside storage or displays

18-3-10: Reserved for future use Contractors’ equipment storage yard

Planning Commission Recommendation:

Amend Article 18 (“Limited Industrial District M-1”), Section 18-3 (“Uses – Permitted by Special Use Permit only.”) as follows:

18-3-1: Any by-right use or permissible accessory use requiring outside storage or displays

18-3-10: Reserved for future use Contractors’ outside equipment yard, which may include storage of materials

Mr. Padalino then explained that they took the clause from M2 and tweaked it to include uses outdoors. He further explained that currently, if the use was outside, an SUP was required.

Mr. Bruguiere then noted he could not recall Linda Russel's objection to this and Mr. Padalino noted that it was because the language referenced a non-existent subsection, so she refrained from voting since they had not tackled that issue.

Mr. Hale noted it was hard to understand what was changed from the existing; and Mr. Bruguiere explained that storing anything outside was not a by-right use; an SUP was required. He added that if the operation were small, it should be allowed by-right to have equipment outside.

Mr. Saunders asked if the business were in M-2, would they have to store equipment inside and Mr. Padalino noted that in M-2 it was permissible by-right. Only in M-1, was it not. Mr. Carter reiterated that this was the distinction between M-1 and M-2.

Mr. Hale then noted that the problem was in the way the statement of intent provided that expected uses must operate from within a building. He suggested that the reference to that be stricken; however as long as it was in there, an SUP would be required to have outside storage. Mr. Saunders noted that this affected many contractors and Mr. Carter noted that this only pertained in M-1 and there was not much land with this designation in the County.

Mr. Padalino then showed the very limited areas of M-1 designated parcels. It was noted that with the exception of the industrial park, these were sprinkled throughout the county. He noted that the Planning Commission was saying these should be handled on a case by case basis by having an SUP process.

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

April 12, 2016

Mr. Hale then noted that this item was sent to the Planning Commission with the request that it be a by-right use. He added that the Planning Commission has come back with a recommendation and the Board could either defer its vote until a future meeting or take immediate action.

Mr. Bruguere noted that this change was addressing one case and their equipment was small. He added that there was logging equipment out on Route 151 in A-1 and he saw no difference.

Mr. Hale then questioned the rule for this in A-1 and Mr. Padalino noted that would be considered a Home Occupation not having to do with agriculture. Mr. Hale then added that he was not sure about proceeding as it was reactive to a particular case.

Mr. Bruguere stated that if the operation were manufacturing, it would take place inside; however at some point; they would have the need for outside uses.

Mr. Harvey expressed his opinion that the problem had nothing to do with outside storage; rather it had to do with lies and fraud to begin with. He stated that the business in question, was located on M-1 zoned property where a tremendous sized barn was built with no inspections, was now an office that also had bedrooms, and was a business. He added he was not in favor of taking the approach of fixing it. He reiterated that the fact that this was done on M-1 zoned land was the only reason this issue was coming up. He noted that the business had a septic system and well that was never approved and per the Health Department, nothing could be done.

Mr. Carter then noted that the party in question was subject to enforcement proceedings. Mr. Hale noted that was another subject than what the Board was currently considering. Mr. Harvey reiterated that the proposed amendment was not the answer and Mr. Hale suggested that the amendment say it was permitted by right in order to fix the problem.

Mr. Harvey noted that there was no equipment stored outside; the party in question had piles of soil and asphalt stored outside. Mr. Padalino then noted that these would be the materials referred to in the proposed amendment language.

Mr. Carter then noted that the business in question was in violation for building inspections violations related to where they signed an affidavit saying the building they built would be an agriculture building and then also for zoning violations. Mr. Harvey reiterated that the building started out as a barn and was now a commercial operation; he added that in approving these amendments, the County would be rewarding these people by making the ordinance fit them. Mr. Carter noted that the County was told the business would be shut down in September 2015.

Mr. Bruguere then suggested that the Board postpone these changes until enforcement was complete. Mr. Carter then added that if these amendments were passed it would fix the party's problem. Mr. Padalino further noted that it would allow him another avenue to come into compliance by getting a SUP.

April 12, 2016

Mr. Harvey reiterated that they were operating a business out of the building with no inspections and Mr. Bruguere questioned if he would need to get permitted through the Health Department. Mr. Carter advised that the matter may need to be sent to the Charlottesville office as the local office typically says nothing can be done.

Mr. Saunders then asked if the County could pursue this legally and Mr. Carter noted that was in process.

Mr. Harvey reiterated that the amendment was intended to address this one issue and he did not agree with it.

Mr. Carter noted that if the amendments were approved as presented, the business would have to come to the Board for a Special Use Permit and they could decide on it. Mr. Padalino added that they would have to prepare a site plan for review; and it would not give them a clean slate but would give them a chance to go through the proper process. Mr. Harvey questioned if that would work since it was an existing building and Mr. Payne noted that everyone would not be grandfathered in and they were subject to coming into compliance.

Mr. Padalino noted that if the issue were put on hold; it complicated next steps for staff. Mr. Harvey reiterated his position that the Board should not be doing amendments for any one person; they should fit for everyone. Mr. Padalino noted that the one instance presented the issue and the Board thought it made sense to look at it.

Mr. Hale then noted that he did think that businesses in M-1 should have the outside storage use available to them. Mr. Bruguere added that he thought that all uses should be by-right in M-1. Mr. Carter then noted that the current businesses use was not allowed in M-1; so the amendment would not automatically fix their problem. Mr. Hale noted that there was no time limit to decide and he has heard from some constituents that it should involve an SUP process.

Following discussion, Supervisors agreed by Consensus to defer action and Mr. Padalino would proceed with code enforcement. It was noted that if the Board intended to revisit this issue the following month; the enforcement could wait. It was then reiterated that the amendment was currently tabled and therefore the County would proceed with enforcement actions.

IV. Other Business (As May Be Presented)

There was no other business considered by the Board.

V. Adjourn and Continue Until _____, 2016 at _____ in the General District Courtroom for the Conduct of a FY16-17 Budget Work Session.

At 8:20 PM, Mr. Harvey moved to adjourn and continue the meeting until Tuesday, April 19, 2016 at 4:00 PM in the Old Board of Supervisors Room. Mr. Saunders seconded the

April 12, 2016

motion and there being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

DRAFT

April 19, 2016

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 3:00 p.m. in the Old Board of Supervisors room (#420) located in the Nelson County Courthouse, in Lovington Virginia.

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

Absent: None

I. Call to Order

Mr. Hale called the meeting to order at 4:04 PM, with all Supervisors present to establish a quorum.

I. FY16-17 Budget Work Session

Ms. McCann first reviewed the budgetary changes made at the previous work session on April 7, 2016 as follows:

<i>Changes from 4-7-2016 budget work session:</i>		
Expenditure Changes:		
Treasurer	Savings from credit card fees deferred to customer	-\$27,000
Technology	Deferred network server replacement	-\$20,000
EMS Council	Montebello base contribution reduced to \$11,000	-\$5,500
Paid EMS	Increase based on revised budget to include omissions of workers compensation insurance & 401K benefit.	\$13,500
Net Total:		-\$39,000

Revenue Adjustments:		
Sales Tax	Adjusted to state FY16 estimate.	\$129,630
Compensation Board	Adjusted to Compensation Board Preliminary Estimate	\$10,228
		\$139,858
Budget Impact:		
	Net Expenditure Savings	\$39,000
	Total Revenue Adjustments	\$139,858
	Addition to Recurring Contingency	\$178,858

Ms. McCann noted that the Sales Tax figure shown reflected an increase from the current year. She noted that it varied as to whether or not the County hits the number because the County uses the State's estimate.

Mr. Harvey inquired about the Paid EMS budget increase and Ms. McCann explained how Mr. Sheets and Ms. Harris had not been including Workers Compensation expenses and 401K benefits in their budget numbers for the past several years. She advised that they had moved some of the salary money to benefits and made other reductions for a net increase of \$13,500. She added that no one got a pay cut; but that the salary numbers may have been somewhat inflated. It was noted that whereas County employees had the VRS retirement benefit, these employees had the same benefits as WPOA employees and therefore had 401K retirement benefits. Mr. Carter noted that these were transferrable through a roll-over option.

Ms. McCann further noted that Worker's Compensation insurance was so costly because the Paid EMS crew was charged at a higher Vehicle Driver rate versus the Wintergreen Fire and Rescue people who were charged a lower Fire Protection rate. She noted that this was the case since they ran both fire and rescue.

Mr. Harvey inquired if it would be more economical for the County to provide these services and staff noted it probably would not be less expensive but it may be more efficient. Staff noted it could be studied if so directed by the Board.

Considerations – Agency Requests:

Supervisors and Staff reviewed the following table which shows the funding amounts agreed upon during the previous work session in the far right column.

April 19, 2016

Agency	FY17 Request	Incr/Decr From FY16	%	Recommended FY17	Incr/Decr From Request	%	Approved FY17
Health Department	\$257,071	\$12,092	4.9%	\$244,979	(\$12,092)	-4.9%	\$244,979
Region 10 Community Services Board	\$111,290	\$12,704	12.9%	\$98,586	(\$12,704)	-12.9%	\$98,586
PVCC	\$29,518	\$27,005	1074.6%	\$29,518	\$0	0.0%	\$2,442
Th. Jefferson Planning Dist. Commission	\$17,741	\$249	1.4%	\$17,741	\$0	0.0%	\$17,741
Th. Jefferson Soil & Water Extension Service	\$33,075	\$1,575	5.0%	\$31,500	(\$1,575)	-5.0%	\$33,075
Regional Library	\$53,368	\$771	1.5%	\$53,368	\$0	0.0%	\$53,368
TJEMS Council	\$297,042	\$31,858	12.0%	\$265,184	(\$31,858)	-12.0%	\$285,963
JABA	\$19,629	\$0	0.0%	\$19,629	\$0	0.0%	Revisit
JAUNT (excluding Wintergreen contribution)	\$104,041	\$7,541	7.8%	\$96,500	(\$7,541)	-7.8%	\$96,500
JAUNT (Wintergreen contribution)	\$85,595	\$19,419	29.3%	\$66,176	(\$19,419)	-29.3%	\$66,176
MACAA	\$37,952	\$14,214	59.9%	\$37,952	\$0	0.0%	\$37,952
Shelter for Help	\$33,910	\$3,996	13.4%	\$29,914	(\$3,996)	-13.4%	Revisit
Sexual Assault Resource Agency	\$8,160	\$160	2.0%	\$8,160	\$0	0.0%	\$8,160
OAR/Community Corrections	\$900	\$100	12.5%	\$900	\$0	0.0%	\$900
Piedmont Workforce Network	\$6,810	\$2,041	42.8%	\$4,769	(\$2,041)	-42.8%	\$4,852
Economic Development Authority	\$2,261	\$2,261	100.0%	\$0	(\$2,261)	100.0%	\$0
Central VA Economic Dev. Partnership	\$5,000	\$0	0.0%	\$5,000	\$0	0.0%	\$2,500
Community Development Foundation	\$10,000	\$0	0.0%	\$10,000	\$0	0.0%	\$10,000
Central Va. Small Business Dev.	\$58,515	\$2,786	5.0%	\$55,729	(\$2,786)	-5.0%	\$55,729
	\$7,500	\$0	0.0%	\$7,500	\$0	0.0%	\$5,000

April 19, 2016

Center							
Gladstone Senior Center Meals	\$8,254	\$0	0.0%	\$8,254	\$0	0.0%	\$8,254
Rockfish Senior Center Meals	\$8,367	\$0	0.0%	\$8,367	\$0	0.0%	\$8,367
Schuyler Senior Center Meals	\$5,544	\$0	0.0%	\$5,544	\$0	0.0%	\$5,544
Va. Institute of Government	\$1,000	\$0	0.0%	\$1,000	\$0	0.0%	\$1,000
Wintergreen Performing Arts	\$10,000	\$0	0.0%	\$10,000	\$0	0.0%	\$10,000
Community Center Tax Refunds	\$18,064	\$2,064	12.9%	\$18,064	\$0	0.0%	\$18,064
CASA	\$3,500	\$1,000	40.0%	\$2,500	(\$1,000)	-40.0%	\$3,500
TOTALS	\$1,234,107	141,836	13.0%	\$1,136,834	(\$97,273)	-8.9%	

The Board and Staff discussed the following Agency requests:

Health Department:

Ms. McCann noted that the requested increase was relative to salary and health insurance increases. She noted that some of their budget reductions were one-time costs associated with grants received last year. She noted that 3,372 beneficiaries were shown and these were for mandated services. Mr. Carter advised that universally, agencies were claiming to serve more people, however Nelson's population was declining.

Ms. McCann noted that salary and fringes went up 9% when they included a 2% increase in health insurance, a 2% COLA and a 3% increase in their VITA contract. She then explained that the VITA rates were determined by VITA and were their prescribed rate for their services.

Mr. Carter noted that if level funded, they would use local only funding to cover it.

The Board agreed by consensus to provide level funding.

Region Ten Community Services Board:

Ms. McCann noted that 50% of their funding came from Medicaid and they proposed to serve 630 people. She noted that they indicated increased costs due to a cost of living adjustment (COLA) and an increase in health insurance costs. It was noted that the staff consensus was to provide level funding.

Supervisors agreed by consensus to provide level funding in the amount of \$98,586.

PVCC:

Staff noted that the capital planning money was approved in the FY18 State budget and not in FY17. Ms. McCann advised that PVCC had indicated that the County could defer its capital contribution until next year or start now and escrow it and be done a year earlier.

Supervisors agreed by consensus to not fund the capital contribution of \$27,076 in this fiscal year and to provide the requested \$2,442 in regular funding.

TJPDC:

Staff noted that their costs were related to three components: a per capita amount, the Legislative Liaison, and the Ride Share Program. The overall increase was noted to be \$248 which was funded in the budget.

Supervisors agreed by consensus to provide the additional funding requested of \$248 for a total of \$17,741.

TJSWCD:

Ms. McCann reported that they requested \$1,575 more in funding. She briefly noted the programs provided and the benefits. Mr. Carter noted that they were making funding work in the County and staff had no hardship with their request. He noted that they managed the County's Erosion and Sediment Control program and have interfaced with river analyses. He added the request was in line and they had been level funded for a few years.

Supervisors agreed by consensus to provide the additional funding requested of \$1,575 for a total of \$33,075

Extension Service:

Staff noted that they had a small budget increase and it was funded in the budget. It was noted that the County paid a portion of the shared livestock agent position with Amherst County.

Supervisors agreed by consensus to provide the additional funding requested of \$771 for a total of \$53,368.

Regional Library:

Staff noted that the library wanted to increase its hours of operation and they had added \$11,079 for a part time position. It was noted that \$10,000 of the increase was related to the County's increase in its share of regional administrative services. Ms. McCann noted that the requested amount for this was \$102,468 and last year it was \$92,327. The increase to

April 19, 2016

Nelson was \$21,000, of which, \$11,000 was related to the new position proposed for expanded hours. It was noted that their salaries were part of the Charlottesville City pay system and they were on the last year of a three year phase-in of pay increases.

Ms. Brennan stressed the importance of continuing to be a member of the regional library system and Mr. Harvey noted that they would fund the regional needs first and anything short would affect local funding.

Ms. Brennan noted that the County needed to address the building needs and Mr. Carter advised that Paul Truslow was working on the handicap accessibility issues noted by the library. Ms. Brennan noted that there was still a lot to be done there and some of the fixes may not meet ADA requirements and she cited the bathroom solution as an example.

Mr. Harvey inquired about the option of moving the library to the old Lovingson Healthcare Building. It was noted that the architects had advised that it could be done, however they were concerned about the spaces within the building be small and it would need a lot of rework. Mr. Carter advised that the overall guesstimate was \$3.4 million to use it for County offices. He added that the building had low ceilings and none of the rooms were large enough for the library. Mr. Hale noted that the County would be better off building a new building for the library. Mr. Carter then advised that staff and Ms. Brennan were meeting with Valley Care Management on Thursday about their use of the building.

Ms. McCann then advised that the only discretionary spending was for the additional hours of operation. She noted that if their funding was cut, they would cut positions and hours and if the other funding was not provided, they would make cuts locally.

Supervisors agreed by consensus to fund the regional and local increases; but not the new position. The library funding request was reduced by \$11,079 for a total funding amount of \$285,963.

TJEMS Council:

Mr. Carter advised the Board to look at this request. He noted that Nelson was paying more than anyone including Albemarle. He added that staff had met with the new Executive Director who said that they had not done anything in Nelson in two (2) years and training had been provided to ten (10) people over that time span.

Mr. Harvey noted that he thought that County rescue agencies got their share of grants for ambulances through them. Mr. Carter noted that so would the other member localities and Nelson was paying more than Albemarle and double some of the others. Ms. McCann advised that their reported beneficiaries were 10.6% of the total and if this were multiplied by the total agency contribution, Nelson's share would be \$9,473 – about half of their request.

April 19, 2016

Mr. Harvey supposed that there was an explanation for a lot of this and he thought that perhaps Albemarle and Charlottesville provided in-kind support that was not reflected in those numbers.

Mr. Carter noted that the new Director wanted to do more and was honest about the previous services rendered; however he still thought that Nelson's share was disproportionate.

Supervisors agreed by consensus to have staff follow up with the Director and ask him for the impact of such a funding reduction.

JABA:

Ms. Brennan advised that JABA would be okay with level funding.

Supervisors agreed by consensus to provide level funding of \$96,500.

JAUNT:

Mr. Hale noted that he had discussed this with the County's Board member and level funding was okay with them. He noted there was some confusion in preparing the budget.

Supervisors agreed by consensus to provide level funding of \$66,176 and an increased amount for Wintergreen of \$37,952. It was explained that the Wintergreen contribution had been agreed upon by them and that the funds had to come through the County as a local match to other federal and state funding. It was noted this was a pass through for the County.

MACAA:

Ms. McCann noted that they asked for a 5% increase and that the County had never funded the Step to Success program; which was a financial literacy program.

Mr. Carter advised that the staff consensus was that it was unsure as to what they were delivering for the County and he thought that Head Start should be paid for by the Schools. He added that he has asked MACAA to report on their effectiveness with Project Discovery.

Supervisors agreed to defer consideration of this request until more information was received.

Shelter for Help:

Ms. McCann reported that in FY15, they provided shelter for three (3) people from Nelson County for a total of 281 bed nights. She added that they had a counseling component to their program and in FY15 they provided this service to nineteen (19) Nelson residents.

April 19, 2016

Ms. Brennan asked if the County was paying its proportionate share and Ms. McCann advised that the local share was based on usage and Nelson's was 3% for a 3 year average.

Supervisors agreed by consensus to fund the requested increase of \$160 and it was noted that this was funded in the budget for a total of \$8,160.

Sexual Assault Resource Agency:

Ms. McCann noted that they had requested \$100 more in funding for a total of \$900 which was funded in the budget.

Supervisors agreed by consensus to provide the increased funding as reported of \$900.

OAR/Community Corrections:

Ms. McCann noted their three (3) programs: Pretrial, Probation, and the Planner Position. She noted that the Pretrial program did not have an increase and was \$500, Probation had an \$83 increase, and the Planner position had a \$1,958 increase requested.

Mr. Carter explained that the increase in the Planner Position was to retain the position full time if the grant funding for the full time position was lost. Ms. Brennan advised that there was interesting work being done to collect and analyze data to reduce the jail population. Mr. Carter added that the Planner had reported at a Jail meeting and he was certainly effective at what he did. He noted that his concern was that the prisoner population remained steady and was seemingly consistent. He also noted that the jail staff also collected and analyzed data and he was concerned about the duplication of effort. Ms. Brennan advised that the Planner was also looking at the other regional jail not just ACRJ.

Mr. Hale and Mr. Bruguiere advised that they were not in favor of the increase for the Planner position. Ms. Brennan countered that she thought he was doing a great job and that everyone was trying to understand the issues regarding incarceration. Mr. Carter agreed that the position was effective; however he was not sure it needed to be full time since the Jail was doing similar things.

Supervisors then agreed by consensus to not fund the additional \$1,958 for the Planner for a total funding amount of \$4,852.

Piedmont Workforce Network:

Ms. McCann noted that this has not been funded in the past. Mr. Carter added that in other localities he sat on the Board and he was not sure why the PWN needed more local money when they got a significant amount of federal money for their work. Mr. Bruguiere agreed that this was redundant.

April 19, 2016

Supervisors agreed by consensus to not provide funding of the \$2,261 request.

Economic Development Authority:

Mr. Hale questioned what the \$5,000 in funding was used for and Ms. McCann advised it was used for salaries and mileage. She noted that they were meeting quarterly and there were five members. Mr. Hale noted that this should only cost \$2,000 per year if it cost approximately \$500 per meeting.

Mr. Saunders then inquired as to how much money they had in their bank account and Ms. McCann noted she could find out. Mr. Hale reiterated that they needed to work on collecting road maintenance money.

Ms. McCann then advised that staff had not received a report from them because they were asking for the same funding.

Supervisors then agreed by consensus to reduce their funding by \$2,500 for a total funding amount of \$2,500. Ms. McCann was asked to get the specifics on the bank account balance.

Mr. Hale then noted that they used to pay the regional partnership out of their funds and now they did not. Supervisors then briefly discussed land sales in the Calohill business park and Mr. Carter noted that they had sold land over there to someone in Staunton and it was still an outstanding obligation. Ms. Brennan then asked to have the chair of the EDA over to explain what they were doing sometime during the year. Mr. Saunders noted his attendance of a recent meeting and he thought there would be activity going on in the next six (6) months to a year.

Ms. McCann then supposed that they should have money left over from last year if they were meeting quarterly and she would check the account.

Mr. Saunders questioned the funding for the Route 29 Corridor Study and staff noted this was in a separate line item that had been zeroed out. Mr. Carter noted that staff was working with the PDC and a private company to come up with a better strategy with less historical analysis. He noted that this would be brought back to the Board for consideration. He added that at the retreat, the Board priority was to look at this county-wide; so the study may be broader than just the Route 29 corridor. He added that the Board could then appropriate money based on the final proposal.

Central Virginia Economic Development Partnership:

Ms. McCann noted that they have a per capita formula; however they have set a \$10,000 minimum. She added that Nelson's per capita amount would be \$7,500. Mr. Carter noted that he has advised the Executive Director that he did not think this was fair to Nelson.

April 19, 2016

Mr. Carter noted he would have to speak with them but he thought they could exclude the County until it paid the full amount. He added that he thought they worked hard; however they had not brought anything to Nelson.

Ms. McCann then reported that the Partnership provided funding of \$18,000 to the Small Business Development Center.

Supervisors agreed by consensus to fund \$10,000 for another year and no change was made by the Board.

Community Development Foundation:

Ms. McCann noted that they had requested a \$2,786 increase which was primarily related to a 3% salary adjustment. Ms. Brennan noted she thought they should get whatever pay adjustment the County gets.

Mr. Carter noted that he had asked them for their employees' compensation and theirs was significantly more than the County's. He added that their Office Manager's salary was \$41,000 in fiscal year 2015.

Ms. Brennan noted that they were doing good work and providing housing for people. It was noted that it was done mostly through grants and some income at the Nelson Center. Mr. Carter added that most of their revenues were from regional grants and the County was the conduit for those.

Mr. Harvey questioned if their loans were paid off yet and Mr. Carter advised he was unsure; however the County was paying more in rent in the first five (5) years. He added it was less than \$2,000 per month now. Mr. Carter noted he would have to check on this with the Foundation since their audit did not include a debt amortization schedule. He noted that the County was paying them \$55,000 in rent and paying \$50,000 directly to them. He noted that the Foundation pointed out that they were making money from renting or leasing housing and the County was getting the tax benefits. Ms. Brennan noted that they were using their funds to continue building properties and Mr. Carter noted that his concern was that they were paying their employees significantly more than the County's and their work load was not as significant.

Mr. Harvey advised that he wanted to look at the potential for reduced rent based on their reduced debt service. Mr. Carter advised that the County was paying rent at the Nelson Center for the Recreation Department and Extension which cost approximately \$55,000 per year. It was noted that the County also paid rent at the McGinnis Building.

Supervisors agreed by consensus to provide level funding for now at \$55,729 and no Change was made by the Board.

Central Virginia Small Business Development Center:

Ms. McCann advised that they received federal funding and had to have an overall match of \$64,000. She noted that in looking at locality shares, Nelson's total share of \$62,000 was 7.4% and this would equate to \$4,588 rather than \$10,000. She added that they were asking for same amount as last year of \$7,500. Mr. Hale noted that he thought the budget process should consider benefits to the County and Ms. Brennan added that she thought their training seminars were good.

Supervisors agreed by consensus to provide funding of \$5,000.

Gladstone Senior Center Meals, Rockfish Senior Center Meals, Schuyler Senior Center Meals:

Mr. Hale noted his concern about Schuyler because Junior Tyler and his wife were not going to continue doing the meals and no one had stepped forward. Mr. Saunders indicated that Gladstone was the same. Mr. Hale noted that Schuyler only had one meal per month; however it was very popular.

Mr. Hale and Mr. Harvey suggested leaving the funding in the budget for now; but not disbursing it automatically. Ms. McCann noted that this may affect their tax rebates and Mr. Saunders noted that Gladstone may be reorganizing but has not yet. He added that they had only five (5) seniors meeting now.

Supervisors agreed by consensus to leave the funding in the budget as requested and not disburse it until directed further. No change was made by the Board.

Virginia Institute of Government through Community Center Tax Refunds:

Supervisors agreed by consensus to provide level funding for these agencies as follows:

Va. Institute of Government	\$1,000
Wintergreen Performing Arts	\$10,000
Community Center Tax Refunds	\$18,064

CASA:

Ms. McCann noted that they had requested an increase of \$1,000 that would support the Advocate Manager. She noted that they had served ten (10) Nelson kids and trained three (3) Nelson CASA volunteers and were projecting to serve thirteen (13) beneficiaries next fiscal year.

Ms. Brennan noted that the CASA pinwheel event represented eighty-seven (87) abused and neglected children reported last year in Nelson and she suspected there were more that went unreported.

April 19, 2016

Ms. McCann advised that they did get state funding through the Victims of Crime Act and they were changing the way that was calculated; they could now only count children served by volunteers and that had reduced their State funding.

Mr. Hale and Ms. Brennan noted their support for their work and were in favor of funding the increase.

Supervisors agreed by consensus to fund their request of \$3,500.

II. Other Business (As May Be Presented)

School Nurse Funding:

Mr. Carter advised the Board that in looking at school funding for Nelson on the Department of Education's website, it showed funding for School Nursing Salaries of \$114,000; however the Board was also paying the full cost of the School Nursing program. He added that he thought the State funds should be used to pay for that program.

It was noted that the School Nursing funds paid for having nurses on staff at schools as well as associated costs. Ms. McCann noted that the budgeted cost of the School Nursing program was \$235,000 and was covered by the County; but yet the Schools was getting \$114,000 from the State for this. Ms. Brennan suggested that staff ask for an accounting of the School Nursing funds and noted that she was not in favor of reducing it. Mr. Bruguere then questioned where the \$114,000 in state funding was going and Mr. Harvey and Ms. McCann supposed it was going back into the school budget and used for other purposes. Mr. Hale and Mr. Bruguere questioned why the County was paying for it if the State was providing funding and it was suggested that perhaps the County should only fund the difference.

Supervisors then agreed by consensus to defer a decision on this and no change was made by the Board.

Sheriff Department Use of Turnover and Vacancy Savings:

Ms. McCann provided the following staff analysis regarding the Sherriff's request from the April 12, 2016 Board of Supervisors meeting to use departmental savings to purchase a new vehicle and to increase his salary by 5%:

Vacancy Salary Savings (One time savings from Compensation Board Positions vacant for 1-2 months) \$31,749

Turnover Salary Savings (Due to changes in supplements January-June 2016) \$15,169

April 19, 2016

Information is also attached that provides the state code sections in regards to the county's requirement to pay a 5% salary adjustment in lieu of the county paying the 5% employee VRS contribution for those employees in service (Nelson County Board of Supervisors as employer) on June 30, 2012. Since that time, information is provided to employees during the hiring process in regards to the requirement incumbent upon them as employees to contribute 5% of wages to the Virginia Retirement System.

The referenced attachment is: Commonwealth of Virginia Compensation Board Email Memorandum to Constitutional Officers Regional Jail Superintendents, and Directors of Finance Local Governing Bodies from Robyn M. de Socio Executive Secretary, dated April 15, 2013 RE: Governor's Amendment #8 Non-Supplanting of Salary Funds.

State Code Language Attachments were as follows:

Language Attachments
April 15, 2013

Governor's Amendment #8 to the enrolled budget bill:

"S. Localities shall not utilize Compensation Board funding to supplant local funds provided for the salaries of constitutional officers and their employees under the provisions of Chapter 822, 2012 Acts of Assembly, who were affected members in service on June 30, 2012."

Chapter 822 of the 2012 Acts of Assembly. 2nd enactment clause:

"2. That any county, city, town, local public school board, or other local employer that currently pays any portion of member contributions to the Virginia Retirement System that the member will be responsible for paying pursuant to the provisions of this act shall provide an increase in total creditable compensation, effective July 1, 2012, to each affected member who was in service on June 30, 2012, to offset the cost of the member contributions. Such increase in total creditable compensation shall be equal to the difference between five percent of an employee's total creditable compensation and the percentage of the member contribution paid by the local member on January 1, 2012. If a county, city, town, local public school board, or other local employer elects to phase in the member contributions pursuant to subdivision F 3 or F 4 of § 51.1-144 of the Code of Virginia, the increase in total creditable compensation may also be phased in at the same rate."

Excerpt from §15.2 -2507, Code of Virginia (paragraph B):

"B. Pursuant to the requirements of §§ 15.2-1609.1, 15.2-1609.7, 15.2-1636.8, and 15.2-1636.13 through 15.2-1636.17 every county and city shall appropriate as part of its annual budget or in amendments thereto amounts for salaries; expenses and other allowances for its constitutional officers that are not less than those established for such offices in the locality

April 19, 2016

by the Compensation Board pursuant to applicable law or, In the event of an appeal pursuant to § 15.2-1636.9 by the circuit court in accordance with the provisions of that section."

Use of Turnover and Vacancy Savings:

Ms. McCann noted Sheriff Hill's previous request and noted that Vacancy Salary Savings, one time savings, amounted to \$31,749. She explained that he had drawn down State Compensation Board funds that offset eligible expenses and he was requesting that those funds be reallocated to the Department for a vehicle. She noted those savings stemmed from positions not being filled immediately and a current vacant position. She noted that those funds were State funds and not local funds.

Ms. McCann then explained that the Turnover Salary Savings related to changes in the local salary supplements because of turnover amounted to \$15,169. She added that these were supplements that the County paid per the policy and that this money was not expended. Ms. McCann then noted that within the Compensation Board system as it was, the Sheriff was able to go in and change salaries around such that in March, seven (7) employees in his department got salary increases. She added that the Constitutional Officers had the ability to give increases within the State Compensation Board system and these increases would be recurring.

Staff then clarified that the Sheriff wanted to use one time money to purchase a vehicle.

5% Salary Increase Request:

Ms. McCann reiterated that Sheriff Hill had requested that the Board adjust his salary by 5% because of the employee cost of 5% for VRS retirement. She explained that on July 1, 2012, the State mandated that Counties no longer pay the 5% employee contribution to VRS retirement. She added that at the same time, the General Assembly mandated that every locality also give employees a 5% raise to offset this mandate. She advised that this was a one-time mandate on that date. She noted that staff has advised the Sheriff that this was not applicable to him and that no other employee since 2012 had received this 5% in additional salary. Mr. Hale further noted that the reason was clear, employees would have had a reduction in pay of 5% at the time. Ms. McCann reported that all hires were now advised that a 5% employee contribution to VRS would be taken out of their salary.

Mr. Hale and Mr. Saunders agreed that there was no question that new employees would have to pay the 5%, period.

Mr. Bruguiere inquired about the Sheriff's previous VRS employment and Ms. McCann noted that Sheriff Hill had been a School Board employee and would have received that 5% at that time from the School Board.

April 19, 2016

Mr. Carter noted that when former Sheriff Brooks came into office, he only got the State Compensation Board salary and nothing beyond that. He reiterated that staff had advised Sheriff Hill of this and the policy and reiterated that the 5% was a one time deal and applied to those employed in 2012.

Mr. Hale added that the 5% salary increase was given to offset the mandated 5% VRS contribution and Ms. Brennan Onoted that the Board had decided not to phase in the increase rather to do all 5% at once.

Supervisors then agreed by consensus to not provide the 5% salary increase requested.

Mr. Harvey commented that the process was wrong and the Sheriff should not have come to the Board with this as it was not the proper way to handle it. Mr. Carter agreed and noted that he had come to staff and was told it couldn't be approved at the staff level as his request went against the policy put in place by the Board; so his only recourse was to go to the Board. Mr. Harvey then agreed that ultimately it was the Board's decision. Mr. Carter then advised that the Commissioner of Revenue came to staff with the same request and was told the same thing; that staff would not violate the Board's policy. Mr. Carter then noted that the Board had decided to go against the policy to hire new Sheriff's Department people and Mr. Harvey noted that this was so he could hire the most qualified people. Ms. McCann advised that staff had allowed the Sheriff flexibility with the funding for the local positions.

Supervisors then commended the Sheriff for garnering the Compensation Board savings and Ms. McCann and Mr. Carter acknowledged that it was a good thing; however it was his job and he should have done what he did to get the State Compensation Board funds of \$31,749. Mr. Harvey suggested that the Sheriff should work more closely with staff to be sure he was not going down the wrong path.

Ms. McCann then advised that staff was also looking at Sheriff's Department positions in the pay study that was in process.

Mr. Saunders asked if staff had looked to see how much revenue the Sheriff's Department was bringing in and Mr. Carter advised that they had not.

Supervisors then agreed by consensus to take no action on this request.

Ms. McCann noted that they could address this when the Board reviewed all of the vehicle requests. Mr. Bruguiere agreed that if they thought they needed another car over and above the two (2) that were budgeted, then it could be decided then. Mr. Harvey added that the Board had kept up with providing vehicles.

Mr. Saunders noted that this type of request could go on all year and Mr. Carter noted that typically when departments had savings, it just went back to the County.

April 19, 2016

Mr. Harvey acknowledged some departmental growing pains but he agreed with hiring the best people and the Board had helped the Sheriff do that. Mr. Bruguiere commented that there was a lot of turnover in the previous administration and Mr. Harvey noted he thought this to be an industry problem and he advised that Albemarle County could not keep people.

III. Adjourn and Continue Until _____, 2016 at _____ in the General District Courtroom for the Conduct of a FY16-17 Budget Work Session.

Supervisors discussed the date of the next budget work session and agreed upon Tuesday, April 26, 2016 at 4pm in the Old Board of Supervisors Room #420. Supervisors noted they would look at School funding, pay increases, and new positions. It was noted that they would decide after that meeting if a joint meeting with the School Board was necessary.

At 5:55 PM, Mr. Saunders moved to adjourn and continue until April 26, 2016 at 4:00 PM in the Old Board of Supervisors Room and Mr. Bruguiere seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

April 26, 2016

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 3:00 p.m. in the Old Board of Supervisors room (#420) located in the Nelson County Courthouse, in Lovingson Virginia.

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

Absent: Thomas D. Harvey, North District Supervisor – Vice Chair

I. Call to Order

Mr. Hale called the meeting to order at 4:04 PM, with four (4) Supervisors present to establish a quorum and Mr. Harvey being absent.

I. FY16-17 Budget Work Session

Ms. McCann first reviewed the budgetary changes made at the previous work session on April 19, 2016 as follows:

<i>Changes from 4-19-2016 budget work session:</i>		
Expenditure Changes:		
Agencies:		
PVCC	Delayed Capital Contribution Until FY18	-27,076
TJSWCD	Funded Full Request	\$1,575
Library	Funded Request Except Added PT Position	\$20,779
OAR	Funded Increase Requested for Local Probation	\$83
EDA	Reduced Funding	-\$2,500
CVSBDC	Reduced Funding Based on Proportion of Beneficiaries	-\$2,500
CASA	Funded Full Request	\$1,000
Net Total:		-\$8,639
Budget Impact:	Addition to Recurring Contingency	8,639

Contingency:	Recurring	\$1,326,831
	Non-Recurring	<u>\$662,400</u>
		\$1,989,231

A. Staff Follow Up

Staff reviewed the following items:

TJEMS Council:

Mr. Carter noted that he had contacted the TJEMS Director to have him explain why Nelson was paying more than anyone else and he was provided with an answer by email that afternoon. He noted that in summary, the loss of funding would be harmful and they helped with grant funding and he mentioned the grant monies that they had helped the County garner over the years. Mr. Carter added that it was not a good answer and he had asked him to provide the funding matrix used that he had referenced in the email. He added that he thought they had just moved everything forward and were asking Nelson to pay more than anyone else. Mr. Carter then related that the new Director, Mr. Joyce, had noted that nothing had been done in Nelson in the past two (2) years and fewer than five (5) had received training over that period.

Supervisors then agreed by consensus to reduce their funding to a proportionate share. Ms. McCann noted that this would be 10.6% for a total of \$9,473. She explained that this was from calculating the percentage of total beneficiaries that were in Nelson and applying it the total funding. She noted that she took their number of beneficiaries for Nelson compared to the total and came up of 10.6% from localities. This meant the reduction to request funding was (\$10,156).

EDA:

Ms. McCann noted that the EDA had a bank balance of \$31,000 and that their expenditures to date were \$2,500 paid for stipends, mileage, and a VA Risk Liability Insurance policy that costs \$300 per year. She added that they had six (6) meetings per year plus \$300 for the insurance for a total of \$3,131. It was noted that their regular meetings were quarterly.

Staff noted that the EDA had been funded at \$2,500 at the last meeting and they agreed by consensus to change it to \$3,100.

NCCDF:

Mr. Carter noted he could not speak specifically to them and JABA, however there was an interrelationship between the two that was not fully understood. He noted that JABA was

April 26, 2016

paying \$58,000 in rent to them; however it was not reflected in their budget. He added that there was some relationship there that could potentially result in less funding for one or both. He clarified that they were partners in the Nelson Center and then also operated distinctly from one another. Ms. McCann noted that all of the rent money flowed through the Nelson Center LLC and not the Community Development Foundation. Mr. Carter noted that their rental income was shown at \$127,000 and collectively \$134,000 was paid per year; however there was a Physical Therapy practice in the lower floor and he questioned that income. Mr. Carter supposed that it appeared that the Foundation could be more self-supporting and if they dug deeper, they would know more. He further noted that the project cost was \$2 Million; however the debt shown was less than \$900,000. He noted that in the first five years, they were paying rent of over \$10,000 per month and now it was \$14,000 per year on about \$225,000 which was less than the rent they were getting.

Ms. Brennan inquired as to what they were paying in taxes to the County and Mr. Carter noted he was unsure.

Supervisors agreed by consensus to take no action until staff could provide more information.

MACAA:

Staff noted that MACAA had reported that when Head Start funds were contained in the School Budget, it tended to get cut out even though the funds were going to support a school system program. Staff noted that the Schools had some money for Head Start in their budget and it did have some Federal funds attached to it. Mr. Hale then confirmed that it was included in the budget even if they did not approve the increase. Ms. McCann noted that they had provided the following information on Project Discovery:

FY14- 6 graduates enrolled and attended college (one changed plans from attending Christopher Newport University to entering the military, so we are not certain about attendance at CNU).

FY15- 8 of 8 graduates enrolled and attended college the next (this) year.

FY16- 7 of 8 anticipated to enroll; 1 planning to enroll in a trade apprenticeship program.

Ms. McCann noted that the Step to Success program was one that had not been funded by the County in the past.

Ms. Brennan supposed that they would be at risk of losing direct funding if they did not get funding from the County or Schools. Mr. Carter noted that that the cost was \$1,000 per head for Project Discovery as it was benefiting eight (8) students. Ms. McCann then noted what the requested increase was going towards per their budget request.

April 26, 2016

Supervisors agreed by consensus to fund all but the new program; which added \$1,496 more than FY16.

B. School Funding

C. Pay Increases

Supervisors considered School funding and pay increases concurrently as follows:

Mr. Hale noted the Schools requested increase and asked for clarification about what the State was doing in terms of raises. Ms. McCann advised that the General Assembly had said that as of December 1st, there would be an increase in pay and it was incorporated into the state budget and would be subject to state revenue recognition. She added that they had approved the 2% raise from December through the rest of the year and this would be for one hundred fifty-three (153) SOQ positions. It was then noted that the Schools had over three hundred (300) employees. She added that \$59,299 in revenue would come from the state to pay for that. Ms. McCann then noted that for all school employees a 1% raise would cost \$175,000 for a full year and 2% would be double that.

Mr. Hale then asked how much 2% would cost for the County and Ms. McCann advised that 1% would cost \$46,000 so 2% would be \$92,000 for County employees.

Mr. Hale then noted that the options were: no pay increases, a pay increase for County only, and pay increases for both.

Mr. Hale then suggested that they start pay increases on December 1st and do a 2% for those School Employees not covered by State funding and the same for County employees.

Ms. Brennan then noted that typically the Board gave the schools money and they did what they wanted. Mr. Carter advised that the Board could ask them to earmark the funding and confirm it.

Ms. McCann then advised that she thought the amount needed to cover the rest of the School employees for a 2% raise in December was $\$204,169 - \$59,299 = \underline{\$144,870}$.

Mr. Carter then noted that the County now paid \$7 Million dollars over the required local effort and was also hit by the high Composite Index.

Supervisors asked for the amount of increases the Schools had gotten over the past few years and Ms. McCann reported that from FY13-14, they received an increase of \$750,000 in operational funding, in FY14-15 they received an increase of \$60,000 in operational funding for the Early College Program (ECP), and in FY15 -16, they had received \$494,377 in operational funding. Staff clarified that this did not include any capital funding provided.

April 26, 2016

Staff noted that for FY17, they had asked for \$755,371 in operational funding, primarily to fund a new pay plan. Ms. McCann noted that the left over fuel funds would be used for capital costs associated with ADA improvements and this was currently included in the budget for next year.

In response to questions, Ms. McCann noted that the schools did not have an increase in health insurance rates. Mr. Hale noted he felt persuaded to keep compensation parallel between the Schools and County.

Ms. McCann noted that the County did have an increase in Health insurance rates that was offset by the VRS rate decrease; which the Schools did not have. She added that they had an increase in their VRS costs of \$86,000.

Mr. Carter then reported that enrollment projections showed a precipitous drop and he was not sure they needed to add new positions. He then referenced the new position that was to be added for a new Alternative Education program.

Mr. Saunders then questioned whether or not the Schools had considered the attrition savings they may have. He noted they may not have known when the budget was developed; however they should know now and this could be a big dollar figure. Mr. Saunders then commented that the Schools never seemed to look to cut anything and then they came to the Board with what they expected to receive. Ms. Brennan advised that they were supposed to present a budget for what they needed. Mr. Saunders noted his displeasure with some of the personnel decisions that they have made.

Mr. Hale then recommended doing a 2% increase and Ms. Brennan added that she thought they should cover the mandatory VRS increase and the 2% raise in December less the state funds. Ms. McCann advised that they would receive \$29,000 more in state revenue for the VRS increase and Ms. Brennan suggested that this be a reduction.

Ms. McCann clarified that the cost was \$86,000 for the mandatory VRS rate increase and they showed a \$29,450 increase in state revenue for VRS.

Supervisors agreed by consensus to have staff provide the figures based on a December 1st increase of 2%, backing out state funds and including the mandatory VRS rate increase (budgeted vs. cost for what the Board was funding). It was noted that \$175,000 was given including all benefits and they should be able to take the seven months of proportionate share.

Supervisors also agreed by consensus to only fund this amount as the maximum for the Schools.

Mr. Carter then asked if the Board was still amenable to considering the County's salary study when it was finished and Supervisors agreed by consensus to look at it; however they

April 26, 2016

were skeptical. Mr. Carter noted that staff was trying to see if the County was within its market area and they would have to decide if it was a comparable market. He advised that Albemarle County had approved keeping their employees at market rate whatever that was. He added that a lot of work had been done and he thought the study results would be informative. Ms. Brennan then confirmed that the Board had asked that it be done and they did want to see the outcome.

D. New Positions

Ms. McCann noted that new positions were requested in the IT and Planning Departments and the Sheriff had requested that a Part Time position be made Full Time.

IT and Planning Positions:

Ms. Brennan suggested hiring a person who could split time in IT and Planning since both departments were working hard and stressed.

Mr. Carter advised that the concept was good; however he did not think it would work in practice because it would be tough to go back and forth. He noted that the IT department was jumping through a lot of hoops with Broadband, radios etc. and the workload was significant. He added that Planning was also busy; however the workload could simmer down a bit. He added that having both positions would be good; however if a choice had to be made, IT was his preference.

Mr. Bruguiere agreed that IT was wearing too many hats and he thought if Mr. Massie stayed around he could continue to help the Planning Dept. It was noted that Mr. Massie was reviewing and approving plats, was doing zoning violations, and was part of the critical thinking process on issues. Mr. Carter noted it was hard to say how long he would continue since he had started another venture on the side and the Board asked staff to encourage Mr. Massie to give advance notice if he was leaving.

Mr. Hale then noted that Broadband would not stop demanding attention and that he hoped the Authority would be in a position to pay for this in another year or two; however they were not there yet. Supervisors agreed that when the Authority could fund this position it would. Mr. Carter agreed that they had the authority to make it happen. He then noted that some of the consultant's projections showed that money would flow back to the County from the Authority's operations. He noted that the first phase of the current project was already generating interest from a subdivision in the area and that Ms. Rorrer had met with SCS and they thought that in the next few weeks, they would become a fiber ISP on the network.

Supervisors then agreed by consensus to fund the IT position and not the Planner position at this time. Ms. Brennan noted she agreed that IT needed help. She then proposed that the County put Mr. Massie's 29 hours fully towards the Planning Department and hire a Part

April 26, 2016

Time Recycling Coordinator. She noted that if paid \$15 per hour, it would cost \$16,815. She added that better recycling was needed and Mr. Massie did not have time to work on this. Mr. Carter noted that he did look at recycling some; however most of his time was spent keeping up with convenience center employees and he also did the reporting. It was noted that many citizens did recycle but some were not taking the opportunity to do it. Ms. Brennan noted she would like to see recycling reports from Mr. Massie in the future.

Mr. Saunders then suggested that they defer this decision until they got to the end of the budget work and then decide if it was feasible. Supervisors then agreed by consensus to defer action.

Mr. Hale then commented that the solid waste collection system was an enormous improvement and was working overall very well. Mr. Carter agreed and noted that he thought the committee should meet with staff and get their perspective.

Sheriff PT/FT Position:

Ms. McCann noted that the Department had a part time clerical position funded by the Compensation Board and they were requesting it be made full time; which would be a local expense. She noted that the County was currently paying for the Full Time Clerical position. She clarified that that they currently had one full time and one part time clerical position. Ms. McCann then advised that doing this would cost \$23,000 in addition to what was in the budget of \$12,988. Mr. Carter then suggested that the Board consider putting funding in the Planning Department instead of this one.

Mr. Hale noted that the Board had responded favorably to the Sheriff's previous requests to shift funding to hire personnel.

Ms. McCann noted that the Court Fines and Forfeitures revenues were coming up significantly short and the Board should discuss this before deciding on providing funding for a new vehicle. She reported that under the previous administration, \$116,739, had been brought in during a six months period versus \$64,425 collected in three months under the current Sheriff. She noted that in order to meet the budgeted number for this year, they would have to average \$25,833 per remaining month. She noted that based on their monthly average of \$21,474, the budgetary shortfall would be \$85,888.

Ms. McCann clarified that it was a budgetary shortfall and she was not intending to put it on one Sheriff or the other. Mr. Bruguiere then noted that the Sheriff's Department was not there to make money. Mr. Carter then advised that the Board had an understanding with the former Sheriff that these revenues would support the local-only funding of positions. He added that the Board was funding two (2) additional police and the Security positions were made Full Time with these funds.

Supervisors then agreed by consensus to not fund this position change request.

April 26, 2016

Mr. Carter then added that the departmental vacancy savings should offset the shortfall in the Fines and Forfeitures revenues.

Ms. McCann noted that staff has made Sheriff Hill aware of how this understanding worked and she thought he was relying on Court numbers which were received at a lag and she had advised him that it was coming up short. Mr. Carter reiterated that he had also advised him of the understanding and he was aware of it. He then noted the failed State legislation that would have taken a larger portion of those funds; however it was not approved.

Mr. Bruguiere noted that the County did not get anything from State Police tickets because that went to the state. Mr. Saunders noted that running radar was enforcing the law and Ms. Brennan added it was providing safety. It was advised that the Sheriff should work with the County and if he did not like the current understanding; he should come up with something else. Mr. Hale agreed and noted that if he needed to address the shortfall, then he should do so. Mr. Carter advised that the understanding with the previous administration was that if they did not make the budget numbers; those positions previously noted would come off the books.

Mr. Saunders then asked staff to make sure Sheriff Hill knew this and he added that 90-95% of speeding tickets were people from out of state. Supervisors agreed they understood he was new and they should give him some time to work on this.

PT Shelter Attendant:

Although not on the list, Ms. McCann verified with the Board that they had agreed to leave this position in the budget pending a decision to fill it or not by the new Animal Control Supervisor.

E. Other

Sheriff's Department Funding:

Mr. Hale asked for clarification again on the Sheriff Department's salary savings and noted he was still unclear about it. Ms. McCann explained that the department had non-recurring revenue from vacancies and recurring funds from turnover savings relative to supplements that were not being paid. She noted that Sheriff Hill had asked about purchasing a vehicle with these funds. She noted that the Board has funded the purchase of two (2) vehicles in the budget and realistically, they could not logistically purchase and pay for a vehicle within the current year that ended in June. She added that they could carry these funds forward to next year or use it to offset the shortfall in fines and forfeitures in this fiscal year.

Mr. Hale noted that this was a savings in the current fiscal year that has been realized. He added that the Board could leave this as a possible budget amendment if the fines and

April 26, 2016

forfeitures revenues started picking up. Mr. Carter confirmed that these funds were already in the General Fund.

Ms. McCann noted that while the Compensation Board funds have gone to pay for other things in the Sheriff's budget, the County supported his budget significantly over what the Compensation Board did.

Supervisors then reiterated their consensus that new Constitutional Officers got paid the Compensation Board salary and not the salary of the incumbent employee. Ms. McCann advised that the Compensation Board salary did not stay static, it continued to go up. She added that for instance, the new Commissioner of Revenue started at a higher Compensation Board salary than the former one did because it was increased over time.

Remaining Budgetary Items:

Ms. Brennan inquired about capital items and Mr. Carter noted that staff would not present any other capital items and that Supervisors could have a future joint meeting with the School Board on their capital items. Staff noted that the Route 29 Corridor study would be brought back as a capital outlay item in the General Fund budget.

Ms. McCann noted that they would have to have a work session on the Other Fund budgets and they could discuss any other items at that time and then move to public hearing.

Staff noted that the Board could have one more meeting before going to public hearing. Ms. McCann noted that the Other Funds included: debt service, courthouse project, piney river 3, and the capital fund budgets. She noted that a CDBG budget may not be needed if the fiber expansion project finished up this fiscal year.

Supervisors inquired as to when a joint meeting with School Board would be held and staff suggested that it be after the start of the new fiscal year. He noted that the Schools had the funding for the ADA compliance issues and the other funds that would be used this summer. Ms. McCann added that they had budgeted \$325,000 for this; however the work had not been bid out yet and it was unknown how the actual costs would compare to the budgeted funds.

Staff then advised that May 10th would not work for the conduct of the budget public hearing because of the State Code requirements. Supervisors then agreed by consensus to have the final budget work session on May 3, 2016 at 4pm; acknowledging that Ms. Brennan would be absent.

Mr. Carter then noted that Supervisors had a lot of margin with the contingency that was in place. Mr. Hale noted that was a positive thing; however there was the potential for issues to be addressed such as the library. Mr. Carter added that staff was still working on Board retreat items, such as the strategic plan on the corridors.

II. Other Business

A. Land and Water Conservation Fund Request for Letter of Support – Nelson County Land Acquisition

Mr. Hale noted that the property in question was near the Campbell property and Spy Rock. Mr. Bruguere noted that if the property was going in to the National Forest and not into the Wilderness program, he was in favor of it.

Mr. Hale noted he was in favor of the acquisition and noted the property probably would not be developed. It was noted that the property owners were keeping a cabin on it and he was concerned about how much tax revenue would be lost even though the County would get some PILT funds from the federal government.

Mr. Carter noted that the property was valuable; however it was currently in land use and the taxes were about \$700 per year. He added that the annual PILT payment would be about \$770 per year so it would potentially be a wash.

Ms. Brennan noted she was in favor of the transaction and she moved to authorize staff to submit a letter of support for the request. Mr. Bruguere seconded the motion and there being no further discussion, Supervisors voted unanimously (4-0) by roll call vote to approve the motion.

Introduced: Other Items in Process

Calohill Building:

Mr. Saunders asked for an update on the Calohill building and Ms. McCann noted that the bid solicitation had been done and a non-mandatory meeting was held on the previous Friday with a few in attendance. She added that the bids were due that Friday and the solicitation was sent directly to at least seven contractors. It was noted that the Calohill Drive road potholes had been fixed but it was uncertain who fixed them.

Norwood Boat Landing:

Mr. Saunders asked for an update on the Norwood boat landing project and Mr. Carter advised that per Emily Harper, this was on hold. He added that they had a design and were waiting for input from DCR. He advised that the County would have to get leases on land and the Board would have to fund the building of the launches unless the County got a grant. He added that staff would have to work with VDOT at the Nelson Wayside site.

Supervisors then agreed by consensus that it would be a great thing to get this done and directed Staff to aggressively pursue it.

April 26, 2016

Fencing Laws:

Mr. Bruguere noted that (after hearing from citizens during the April 12th public comments on this issue), he had spoken to some people who thought that the County's fence in/out laws should be left as is - fence out. Mr. Carter noted that this issue was complicated and Mr. Saunders added that the law said that the ones complaining had to put up the fence. It was noted that Virginia law did provide for localities to adopt a fence in law. Mr. Hale noted that citizens could bring suit for damages done by livestock and Mr. Bruguere added that most farmers had insurance to cover losses from livestock.

Supervisors agreed by consensus that the issue spoken of by citizens on April 12th was not theirs to solve. Mr. Carter noted that this has been discussed many times in the past and it has been kept the way it is. Ms. Brennan noted her concern was primarily with dogs running at large.

III. Adjourn and Continue Until _____, 2016 at _____ in the General District Courtroom for the Conduct of a FY16-17 Budget Work Session.

Mr. Hale noted that the next budget work session would be held on Tuesday, May 3rd at 4:00 PM.

At 5:45 PM, Mr. Bruguere then moved to adjourn and continue until May 3, 2016 at 4pm in the Old Board of Supervisors Room and Mr. Saunders seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

May 3, 2016

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 4:00 p.m. in the Old Board of Supervisors room (#420) 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
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
Thomas H. Bruguere, Jr. West District Supervisor

I. Call to Order

Mr. Hale called the meeting to order at 4:03 PM, with three (3) Supervisors present to establish a quorum and Mr. Bruguere and Ms. Brennan being absent.

II. FY16-17 Budget Work Session

A. Staff Follow Up

Mr. Hale asked for clarification on the discussion regarding the calculation of school funding in the draft minutes. Ms. McCann noted that the difference stated was between seven (7) months and twelve (12) months and that \$59,000 was the funding from the state that was to be deducted.

Mr. Harvey then noted he was not happy with things that were done at the previous meeting. He stated that raises should be given for a full fiscal year rather than a partial year. Mr. Hale disagreed and noted that raises were recurring expenses and he questioned why they should do anything other than what the State was doing.

Ms. McCann then noted that staff had looked at the change in consumer price index (CPI) as compared to raises for the last 10 years and there was a 3.2% net deficit as compared to inflation.

Mr. Hale noted he believed that County and School employees were well compensated compared to most Nelson citizens and have had substantial fuel savings even though prices were currently up.

May 3, 2016

Mr. Carter noted that his input on compensation was that historically, the Board wanted to be fair, however, the funding provided to schools in the past has allowed them to increase compensation for all of their employees way beyond the County. He added that comparable positions were compensated way beyond those of the County; which has, over time, been detrimental to County employees. He then asked that when staff brought back the pay study, that they try to be objective about it.

Mr. Harvey then noted that it seemed the Board was trying to micromanage everyone and Mr. Hale asked if he thought they should give the School System more money. Mr. Harvey noted that the Board had given the Schools an average of about half a million per year; they had spent time, money, and effort to get the schools to the current level and he thought the current level of funding would set them back. He added that he would give them a lump sum and let them deal with it budgetarily; rather than providing some general funding and some by line item. He then questioned when the last time was that the Schools had returned funds as they had this past year and Mr. Hale noted that these fuel savings were going towards their capital needs.

Ms. McCann noted a sheet providing numbers on the cost of a December and July School raise as follows:

Cost of School Salary Adjustments:

2% effective Dec. 1 (10 & 11month employees would receive 7 mo. Increase Jan-July)

Full Time	\$177,000
Part Time	\$11,000
VRS/Grp Life/Retiree Health Credit	\$86,514
State Compensation Supplement	-\$59,299
State VRS Funding Increase	<u>-\$29,450</u>
	\$185,765

Note that the compensation supplement is actually a decrease of \$5,701 as compared to FY16.

2% effective July 1(10 &11month employees would receive in Aug-July)

Full Time	\$303,342
Part Time	\$19,296
VRS/Grp life/Retiree Health Credit	\$86,514
State Compensation Supplement	-\$59,299
State VRS Funding Increase	<u>-\$29,450</u>
	\$320,403

May 3, 2016

She noted that Ms. Irvin had pointed out to her that they had people on 10 month and 11 month contracts and the checks ran August through July and that was what posted for this fiscal year; therefore those people would not get their pay increase until their January check.

Mr. Harvey then noted that doing a December raise created more work than it was worth and Ms. McCann noted it was more difficult for the Schools because of their different contract lengths and the calculation of benefits. Mr. Harvey acknowledged that one year, the Board had given them X amount of money and they went back and changed the lower end of the pay scale; which created a gap in the middle to the most senior employees now.

It was suggested that if they were given a 2% raise this year, they could then phase in their pay plan over a two (2) or three (3) year period. Mr. Harvey noted that the Schools have improved and Mr. Saunders pointed out that one school still had not met accreditation yet; even though they had made changes. He followed up by stating that the School system had promoted people who could not do their job and he questioned whether or not they had taken into consideration the attrition of higher paying teachers in building their budget.

Ms. McCann advised that she was aware that they had taken into account those already hired for next year. She added that they still had vacancies and had estimated their replacements' pay at the middle of the scale. She noted that the salary number had been reduced from the original number that was provided.

Mr. Hale then noted that the conclusion reached the previous meeting was that despite the increase requested of \$755,000, the Board would do a computation of what would amount to a 2% across the board raise in December less the related State revenue. He noted that he thought the Board should provide this amount to the Schools and then they could do what they wanted with it. He added that the total dollars was one number and they would increase last year by this amount. Mr. Harvey noted that this had not been done in the last ten (10) years. Mr. Hale noted the numbers provided in the draft minutes from the previous meeting and noted that in Dr. Comer's first year, the Board had provided level funding plus \$60,000 for the Early College Program.

Mr. Harvey noted he would like to stay on course with providing money to the schools. He added that he would rather spend money on the kids than anything else in the county. Mr. Hale agreed that the school system was good and the most important people in kids' lives were the teachers. Mr. Harvey then argued that the schools' programs would not exist without funding and he hated to see kids having to fundraise for their activities such as athletics. Mr. Saunders advised that the Board had never turned down anyone that had asked, they had supported the schools very well, and he thought that would continue.

Mr. Harvey then noted this issue could be revisited during other business at the end of the meeting.

May 3, 2016

Ms. McCann provided the following summary of changes from the April 26, 2016 work session, she noted that this did not reflect School funding that would come out of the contingency as a reduction:

Changes from 4-26- 2016 budget work session:

Expenditure Changes:

Agencies

TJEMS	Reduced funding.	-\$10,156
MACAA	Increase for certain programs.	\$1,496
EDA	Increase from previously cut funding amount.	\$600

Personnel

Support Technician	Funded.	\$54,589
Sheriff Clerical (PT to FT)	Not funded (no change from proposed budget)	
Planner	Not funded (no change from proposed budget)	
County Salary Adjustment	2% effective Dec. 1, 2016	-\$96,327
		<hr/> -\$49,798

Budget Impact:	Addition to recurring contingency	\$49,798
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Contingency:	Recurring	\$1,376,629
	Non-Recurring	\$662,400
		<hr/> \$2,039,029

Mr. Harvey again raised the salary increase issue; noting it was pitiful that it would be done in December. Mr. Hale stated that in terms of the raise, the Board could: do nothing, do twelve (12) months, or do seven (7) months. He added that his position was that County employees were well compensated compared to the financial struggles of many if not most of the County's citizens. He noted this was not a criticism of employees; however their duty in spending tax payers' money was to not go overboard with raises; and it would be a raise just at a later date.

Mr. Harvey asked what kind of raise that came out to for an hourly employee and Ms. McCann noted that was difficult to say; however she computed that for someone with an annual salary of \$35,000/yr. , they would get an increase of \$406 for a seven (7) month period and that would be an increase of \$58 per month. She added that employees with dual and family health insurance coverage were taking a big hit and would ultimately take home less money. Mr. Harvey then noted that they were the ones that needed the raise the most.

B. Other Fund Budgets

Ms. McCann provided the following information which was reviewed by the Board and staff:

May 3, 2016

May 3, 2016
Overview of FY17 Other Fund Budgets

Debt Service Fund

Debt service expenditures relative to the General Fund total \$1,383,315 and include debt service and trustee fees for the following:

- 1) Convenience Centers/Construction & Equipment
- 2) Courthouse Judicial Center (15 Yr. Refinancing, May 2013)
- 3) Radio Project
- 4) Existing Courthouse Renovation (Phase 2)

Debt service expenditures relative to the School Fund total \$2,198,262 and include debt service payments and trustee fees related to the following:

- 1) There is no outstanding debt for Bus leases or Tye River Elementary.
- 2) Rockfish River Elementary (Literary Loan refinanced 5/13)
- 3) Early Retirement Incentive (Refinanced in FY2000)
- 4) NCHS Renovations/ New Middle School (Lease Revenue refinanced in FY12 & VPSA)

All debt is supported by a transfer from the General Fund in the amount of \$3,581,397. County debt reflects an overall increase of \$214,820 due to new debt for the courthouse renovation (FY16 was interest only). School debt reflects an overall decrease of \$704.

Staff noted that #2 in School Debt was refinanced but had the same ending date. It was also noted that #3's term ended in 2018.

Capital Fund

Expenditures reflect funding in the amount of \$300,500 that was allocated in FY12 (remains unspent) as a Capital Reserve for the School Division (TRE). Also included is an unallocated Capital Reserve in the amount of \$597,730.

Revenues generated include only a small amount of interest earnings. The remainder of revenue reflected is the existing fund balance.

Courthouse Project Fund

The Courthouse Project Fund expenditure budget for FY17 includes \$2,392,092 in architectural and construction related expense relative to the existing Courthouse renovation project. In FY16, expenditures are anticipated to be \$3,461,792.

May 3, 2016

Bond proceeds of \$4,062,478 were recognized in FY16. The budget in FY16 reflected \$5.5 million in bond proceeds based on the estimated project cost before bidding. The General Fund also supported the project in FY16 with a transfer of approximately \$1.4 million. The project is supported with the bond proceeds, the General Fund transfer as well as fund balance that remained from the previously completed Judicial Center project.

Staff noted that all project costs should be paid for in FY17.

CDBG Fund

In FY16, this budget reflects the Community Development Block Grant for Broadband expansion. The expansion project is expected to be completed in FY16 making it unnecessary to provide a budget in FY17.

Staff noted that a budget amendment would be requested if all funds were not spent in FY16.

Piney River Water/Sewer Enterprise Fund

In FY17, this budget is increased by \$50 in the telecommunications line. Several phone lines serve as monitoring devices at the pumping stations and it is anticipated that this expense will increase slightly. The expenditure budget reflects no other changes.

Receipts for water and sewer fees are projected to be approximately \$120,000—an increase of \$9,000 over the current year budget. Seven new residential customers were installed in FY16 and one non-residential connection has been paid but not yet installed. Fees for connection and installation are estimated to be \$42,000 (\$12,000 Connection Fees and \$30,000 installation expense). In FY17 expenses are anticipated to exceed revenues by \$56,279. This shortfall is covered by a transfer from the General Fund in the amount of \$40,000 and \$16,279 in anticipated fund balance at year end.

Staff noted that the transfer was the same as this past year. Mr. Carter noted that the USDA/RD debt financings were for 30-40 years and the balance was still about \$900,000. He then asked if the Board would be amenable to expediting the debt payoff if there was no impact to County operations. The Board indicated that they may be amenable to doing so. He added that his thought was that if the County could retire the debt then maybe the Board and the Service Authority could agree on turnover of the system. He added that the debt did not decline rapidly. Mr. Harvey commented that he did not think the system would pay its own way, even without the debt service.

Mr. Carter noted that the Service Authority maintained the system and Mr. Harvey noted that the 6-12 inch line was costing so much because of water discharge requirements and it was going back through the sewer system and being treated again. Mr. Carter added that the size of the line was for fire protection also and Mr. Saunders supposed if the line could be

May 3, 2016

looped, the problem would be solved. Mr. Carter noted that was proposed; however it had been determined that it was not feasible to do.

Mr. Hale asked for clarification on retiring the debt and Mr. Carter noted that part of the strategy there would have to be that it would not cost the Service Authority anything to take it over. He added that staff could analyze how fast the County could pay it off and if decided to the Service Authority; could it pay for itself. He added that he was in favor of reducing the debt to save money. Mr. Carter then noted that staff would continue to study it; however it would be advantageous if it could be paid down faster.

Mr. Hale inquired about debt ratios used in evaluating this and Mr. Carter noted there was ratio of debt to operations and debt to fund balance and he noted the County was in good shape there. He added that there may also be a ratio of debt to real estate assessment values and the values were around \$4 Billion.

Broadband Project Fund

This budget will be presented to the Broadband Authority at a later date.

C. Other

Ms. McCann asked if there were any other items to be reviewed at this point and the following was discussed:

Radio Project Status:

Mr. Harvey asked about the status of the radios and Mr. Carter noted that the County had to push the consultants to get the project finished. He added that the Rockfish Tower would be the best coverage option. Mr. Harvey questioned what was taking so long as the repeaters were supposed to take ninety days. Mr. Carter advised that the suggestion had been made to get rid of one of the consultants because them vetting each other's work was causing delays. He added that he would get them on the phone and note they had to have it done now. Mr. Harvey noted that the project had been a nightmare; however, they would have more problems if they hadn't done anything until now. Mr. Carter added that he was not sure if the Rockfish tower was the final solution; however the Albemarle tower location interfered with the Virginia State Police.

Planner Position:

Mr. Hale advised Mr. Harvey that they had deferred a decision on the Planner position; but also said that he and Mr. Bruguere would look into the work of the Recycling Coordinator and see if something could be done there. He added that he did not see they needed the additional Planner position at this point.

May 3, 2016

Mr. Harvey stated that he thought the focus got lost along the way in making ordinance amendment referrals and then when they came back to the Board, they got sent back to the Planning Commission for further work.

Temporary Events Ordinance:

Mr. Hale noted that they were working on the temporary events amendments; were having meetings, and working through it. Mr. Harvey noted that these revisions had come about for one venture, RVCC. He suggested that the property should simply be rezoned. Mr. Carter noted that there were many things in the County driving this such as LOCKN and the Festy to name a couple.

Mr. Hale noted that he thought fees associated with these events needed to be changed and should be relative to the size of the event and how involved the County had to be. He added that getting a permit for 25,000 to 30,000 people required a lot more work than an event for a couple of hundred people.

Mr. Carter then noted that the County was not getting a significant amount of revenue from LOCKN and Mr. Hale suggested the way to fix that was to have an admissions tax. He noted that at the beginning, he felt they should give LOCKN time; however that was a way to capture a fairly significant amount of revenue. Mr. Carter then advised that the County had the authority to implement five of the six event categories; with participatory sports like skiing, not being authorized for this taxation. Mr. Carter then supposed that if a person was paying \$250 for a ticket, then 5% more would not detract from sales.

Mr. Carter then noted that many staff members spend a lot of time working on the larger events. Mr. Hale then noted that this could be something for the Board to consider if the County were having revenue difficulty.

School Nursing Program:

Mr. Carter noted he needed to introduce an email from Debbie Williams saying they needed \$9,000 more for the School Nursing program. He noted that he had asked Dr. Comer about state funding for this program and had related the state language on how these funds were to be used and had not gotten a response.

Ms. McCann noted that the funding for the program has been at \$215,000 for quite a few years and in the current year it went to \$235,000. She noted that they had requested \$235,000 and were now asking for \$9,000 more. It was noted that they have had some change in personnel in the nursing staff that served at the schools. It was noted that the CNA program at the High School was still in place.

Mr. Hale questioned why they would start a person out higher than the incumbent and Mr. Harvey noted it was a way to attract good people. Mr. Carter then noted that if the State

May 3, 2016

money was to be used for nursing salaries, it was not being used for that. Mr. Hale suggested that they should cover the \$9,000 with the state money. Mr. Harvey added he was not in favor of giving the program more funds. Mr. Saunders commented that the Schools seemed to ask for more money, but did not seem to improve their management to be more efficient.

Budget Public Hearing:

Staff and Supervisors discussed setting the public hearing date and Ms. McCann advised that there was not sufficient time to advertise for the May 10th meeting. She added that it could be done on May 19th, May 24th, May 26th, or the first part of June. She added that if they had it on May 26th at 7:00 PM, they could adopt it at the regular June meeting. Supervisors agreed by consensus to hold the public hearing on the budget on May 26th at 7:00 PM in the General District Courtroom if available.

III. Other Business (As May Be Presented)

Dog Complaint:

Mr. Saunders noted that a resident in Gladstone called him about barking dogs at night and noted that there was no ordinance addressing this issue. He added that it was a nuisance and he wanted to bring it up before the Board as promised to the complainant. He further noted that this citizen has spoken to both the Sheriff and Animal Control and Mr. Wright was to speak to the owners and the complainant on the matter. Mr. Hale noted that the Board was not going to be able to solve this issue and no action was taken.

Ms. Kitty Lyle:

Mr. Saunders noted that Ms. Kitty Lyle had passed away; she was 89 years old and very active. Mr. Harvey suggested the Board honor her with a resolution.

Blue Ridge Tunnel (BRT) Trail Fence:

Mr. Harvey and Mr. Hale noted that people were cutting the BRT fence in the same place as before. It was noted that these people were crossing the live tracks to get to that side and the railroad should be involved. Mr. Harvey suggested letting the railroad know and Mr. Hale noted he would speak to them about this on May 17th. Mr. Harvey then requested to see the pictures of the culprits to see if he could identify them.

IV. Adjournment

At 5:29 PM, Mr. Saunders moved to adjourn and Mr. Harvey seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.

**RESOLUTION R2016-36
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2015-2016 BUDGET
NELSON COUNTY, VA
June 14, 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>
\$ 650.00	3-100-009999-0001	4-100-022010-5419

II. Transfer of Funds (General Fund)

<u>Amount</u>	<u>Credit Account (-)</u>	<u>Debit Account (+)</u>
\$ 19,324.00	4-100-999000-9901	4-100-033010-6001

Adopted: June 14, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. The **General Fund Appropriation** reflects an appropriation request by the Commonwealth Attorney for asset forfeiture funds received in a prior year in the amount of **\$650**. The department needs to replace 2 printers. All asset forfeiture funds must be spent in accordance with the Virginia Forfeited Asset Sharing Program guidelines.

- II. The **Transfer of Funds** reflects a **\$19,324** transfer from the General Fund Contingency to provide for additional regional jail expenses. The jail has changed from billing based on actual prisoner days to billing an equal amount each month which should be reconciled in the final June invoice. The transfer of funds is based on the estimated amount of funding that may be required. After this request, \$1,281,841 remains in the General Fund Contingency of which \$1,073,486 is recurring revenue.

RESOLUTION R2016-37
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>
\$77.50	2014-2015 Vehicle License Fee	Julia T. Dixon 304 Howardsville Tpke Stuarts Draft, VA 24477-2818
\$53.25	2015 PP Tax	Barbara O. Carter 344 Piedmont Rd. Gladstone, VA 24553-3201
\$116.25	2013-2015 Vehicle License Fee	Terrance L. Warren Kathy H. Warren 484 Lonesome Pine Rd. Shipman, VA 22971
\$561.09	2014-2015 PP Tax and Vehicle License Fee	VW Credit Leasing LTD 1401 Franklin Blvd. Libertyville, IL 60048-4460

Approved: June 14, 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**

May 12, 2016

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

**Re: DIXON JULIA THERESA
304 HOWARDSVILLE TPKE
STUARTS DRAFT VA 24477 - 2818**

RE: 1994 Jeep Grand Cherokee #7007

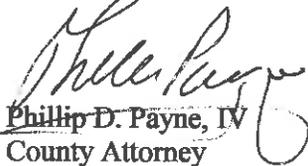
This letter shall serve as a written request for 2014 & 2015 vehicle license refund in the amount of \$77.50 be issued to the above referenced taxpayer. The vehicle was garaged in Augusta Co.

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

**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**

May 12, 2016

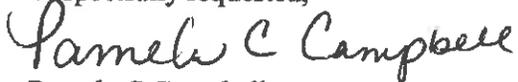
Mr. Allen Hale, Chairman
Nelson County Board of Supervisors
P. O. Box 336
Lovington, VA 22949

**Re: CARTER BARBARA OBRIEN
344 PIEDMONT RD
GLADSTONE VA 24553-3201**

RE: 2003 HONDA CIVIC #6374

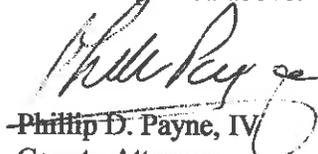
This letter shall serve as a written request for 2015 personal property tax refund in the amount of \$53.25 be issued to the above referenced taxpayer. The vehicle was garaged in Amherst for 2015.

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

**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 6, 2016

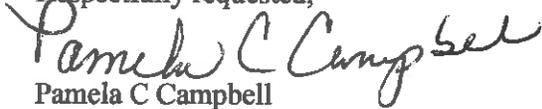
Mr. Allen Hale, Chairman
Nelson County Board of Supervisors
P. O. Box 336
Lovington, VA 22949

**Re: WARREN TERRANCE LEE
WARREN KATHY HARRIS
484 LONESOME PINE RD
SHIPMAN VA 22971**

RE: 1977 FORD PU #3705

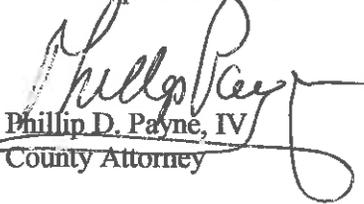
This letter shall serve as a written request for 2013, 2014, 2015 License Fee refund in the amount of **\$116.25** be issued to the above referenced taxpayer. The vehicle did not have DMV issued tags.

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

**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 9, 2016

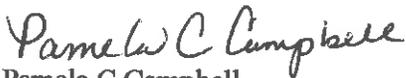
Mr. Allen Hale, Chairman
Nelson County Board of Supervisors
P. O. Box 336
Lovington, VA 22949

**Re: VW CREDIT LEASING LTD
1401 FRANKLIN BLVD
LIBERTYVILLE IL 60048 – 4460**

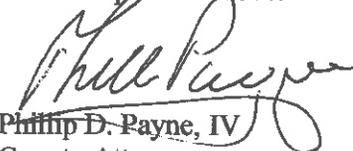
RE: 2013 VOLKSWAGEN JETTA #3VWDP7AJ7DM299824

This letter shall serve as a written request for 2014 & 2015 Tax & License Fee refund in the amount of **\$561.09** be issued to the above referenced taxpayer. The vehicle was garaged in Albemarle Co.

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 2016-38
ADOPTION OF BUDGET
FISCAL YEAR 2016-2017
(JULY 1, 2016-JUNE 30, 2017)
NELSON COUNTY, VIRGINIA**

WHEREAS, pursuant to the applicable provisions of Chapter 25, Budgets, Audits and Reports of Title 15.2 of the Code of Virginia, 1950, the Board of Supervisors of Nelson County, Virginia has prepared a budget for informative and fiscal planning purposes only and has also established tax rates, as applicable, for Fiscal Year 2016-2017 (July 1, 2016-June 30, 2017); and

WHEREAS, the completed Fiscal Year 2016-2017 Budget is an itemized and classified plan of all contemplated expenditures and all estimated revenues and borrowing; and

WHEREAS, the Board of Supervisors has published a synopsis of the budget, given notice of a public hearing in a newspaper having general circulation in Nelson County and, subsequent thereto, convened a public hearing on the Fiscal Year 2016-2017 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Nelson County, Virginia that the Fiscal Year 2016-2017 Budget be hereby adopted in the total amount (all funds, revenues and expenditures) of \$74,458,103. The individual fund totals are denoted as follows:

<u>Fund</u>	<u>Budget</u>
General	\$ 37,497,639.00
VPA	\$ 1,955,745 .00
Debt Service	\$ 3,581,397.00
Capital	\$ 898,230.00
School	\$ 27,327,312.00
Textbook	\$ 587,409.00
Piney River (Operations)	\$ 218,279.00
Courthouse Project	\$ 2,392,092.00

1)The General Fund includes \$19,457,284 in local funding transferred to the Broadband Fund (\$100,000), the Debt Service Fund (\$3,581,397), the Piney River Water & Sewer Fund (\$40,000), and the School Fund (\$14,985,887 for general operations, \$235,000 allocated for school nursing, \$190,000 allocated for school buses, and \$325,000 allocated for facility corrections mandated by civil rights regulations). Also included is \$1,955,745 in local, state, and federal funds transferred to the VPA Fund.

2)The School Fund includes a transfer of \$209,164 to the Textbook Fund.

BE IT LASTLY RESOLVED, that adoption of the Fiscal Year 2016-2017 Budget shall not be deemed to be an appropriation and no expenditures shall be made from said budget until duly appropriated by the Board of Supervisors of Nelson County, Virginia.

Adopted: June 14, 2016

Attest: _____
Clerk, Nelson County Board of Supervisors

**RESOLUTION R2016-39
FISCAL YEAR 2016-2017
APPROPRIATION OF FUNDS**

WHEREAS, the applicable provisions of Chapter 25, Budgets, Audits and Reports of Title 15.2 of the Code of Virginia, 1950 require the appropriation of budgeted funds prior to the availability of funds to be paid out or become available to be paid out for any contemplated expenditure; and

WHEREAS, the Nelson County Board of Supervisors has heretofore approved the Fiscal Year 2016-2017 Budget (July 1, 2016 to June 30, 2017) for the local government of Nelson County and its component units; and

WHEREAS, the Board of Supervisors now proposes to appropriate the funds established in the Fiscal Year 2016-2017 Budget;

NOW, THEREFORE, BE IT RESOLVED by the Nelson County Board of Supervisors that the Fiscal Year 2016-2017 Budget be hereby appropriated on an annual basis by fund category, as follows:

<u>Fund</u>	<u>Revenue(s) (All Sources)</u>	<u>Expenditure(s) (All Departments)</u>
General	\$ 37,497,639.00	\$ 37,497,639.00
VPA	\$ 1,955,745.00	\$ 1,955,745.00
Debt Service	\$ 3,581,397.00	\$ 3,581,397.00
Capital	\$ 898,230.00	\$ 898,230.00
School	\$ 27,327,312.00	\$ 27,327,312.00
Textbook	\$ 587,409.00	\$ 587,409.00
Piney River (Operations)	\$ 218,279.00	\$ 218,279.00
Courthouse Project	<u>\$ 2,392,092.00</u>	<u>\$ 2,392,092.00</u>
	\$ 74,458,103.00	\$ 74,458,103.00

BE IT FURTHER RESOLVED by the Board of Supervisors that:

1. The General Fund appropriation includes the transfer of \$1,955,745 (4-100-093100-9201) to the VPA Fund (3-150-004105-0001), \$3,581,397 (4-100-093100-9204) to the Debt Service Fund (3-108-004105-0100), \$15,735,887 (4-100-093100-9202/Nursing \$235,000, 4-100-093100-9203/Operations \$14,985,887, 4-100-093100-9205/Buses \$190,000, 4-100-093100-9215/Facility Correction) to the School Fund (3-205-004105-0001), \$100,000 (4-100-093100-9114) to the Broadband Fund (3-114-004105-0100), and \$40,000 (4-100-093100-9207) to the Piney River Water & Sewer Fund (3-501-004105-0001). The amounts transferred from the General Fund to the VPA Fund, Debt Service Fund, School Fund, and Piney River Water & Sewer Fund are also included in the total appropriation for each of these funds.
2. The Textbook Fund appropriation includes the allocation of \$209,164 from the School Fund.
3. The appropriation of funds to the School Fund, Textbook Fund, and VPA Fund shall be in total and not categorically.
4. The appropriation and use of funds within the General, Debt Service, Capital, Piney River Water & Sewer, and Courthouse Project Funds shall adhere to the amounts prescribed by the Board of Supervisors for each department therein unless otherwise authorized by the Board of Supervisors.

Adopted: June 14, 2016

Attest: _____
Clerk, Nelson County Board of Supervisors

APPENDIX B

RETIREE HEALTH INSURANCE ASSISTANCE PROGRAM

Retirees of the County with fifteen (15) or more years of creditable County service, and employees who have retired on disability after five (5) or more years of creditable services, receive a health insurance monthly credit of \$2.50 for each year of service credited toward retirement, up to a maximum of \$75.00 per month.

Retirees eligible for the State Health Credit, as outlined by the Virginia Retirement System (General Registrars & their employees; Constitutional Officers & their employees; and local Social Services employees) will receive the County credit less the amount of the State credit. The total of the two credits shall not exceed \$75.00 per month.

Retirees already receiving both the County credit and State credit totaling more than \$75.00 per month as of June 30, 2016 are not subject to the reduction.

Any person who has retired from County service since July 1, 1978, and who meets the above service requirements is eligible to receive the health insurance credit provided they apply and submit all of the required information. Proof of retiree health insurance coverage must be established by an appropriate means determined by the Human Resources Department within each payroll group.

In accordance with the State credit policy set by the General Assembly, the State credit and the County credit will terminate upon a retiree's death.

The Board reserves the right to discontinue or amend said program at the beginning of any fiscal year. Only retirees who have the required years of creditable services as an employee of the County's general fund payroll system, Social Services payroll system, and the Nelson County Service Authority payroll system are eligible to participate in said program. Each payroll group shall be responsible for costs associated with the employee participation.

The Retiree Health Insurance Assistance Program is effective retroactive to July 1, 1999. It was approved by Nelson County Board of Supervisors September 14, 1999. The policy was updated effective _____, 2016

RESOLUTION R2016-40
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF SECTION 10.4, RETIREE HEALTH
INSURANCE ASSISTANCE PROGRAM, APPENDIX B,
NELSON COUNTY PERSONNEL POLICIES
AND PROCEDURES MANUAL

WHEREAS, the County of Nelson, currently provides retiree health insurance assistance to retirees with fifteen (15) or more years of creditable County service, as approved September 14, 1999; and

WHEREAS, the Virginia Retirement System also provides a health insurance credit to only certain groups of employees (General registrars and their employees, constitutional officers and their employees, and local social services employees);

WHEREAS, the benefit provided by the local program and the Virginia Retirement System health insurance credit program affords a greater total benefit to certain groups of employees;

NOW THEREFORE, BE IT RESOLVED, that the current retiree health insurance assistance program is amended effective July 1, 2016 to equalize benefits for all retirees as herein attached to this resolution;

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Nelson County Board of Supervisors hereby incorporates the Retiree Health Insurance Assistance Program as amended into the Nelson County Personnel Policies and Procedures Manual. It shall be referenced in Section 10.4, Employee Benefits, Retiree Health Insurance Assistance Program as Appendix B.

Adopted: _____, 2016

Attest: _____, Clerk
Nelson County Board of Supervisors



Motorola Solutions, Inc.
809 Pinnacle Drive, Suite G
Linthicum Heights, MD 21090

Telephone: +1 410 712 6200
Fax: +1 410 712 6501

June 8, 2016

Mr. Stephen A. Carter
County Administrator
Nelson County, Virginia
84 Courthouse Square
Lovingson, VA 22949

Subject: Budgetary proposal for adding another Transmit/Receive site to the County's current APCO Project 25 conventional simulcast system

Dear Mr. Carter:

Motorola Solutions, Inc. ("Motorola") is pleased to present Nelson County, Virginia ("Nelson") with the enclosed budgetary proposal to add another transmit/receive site to the current APCO Project 25 conventional simulcast system. The development of this proposal provided us an opportunity to evaluate our current mutual business and further explore the means by which we can fulfill Nelson's communications needs.

The information in this proposal is provided to assist in your budget planning process. We will provide a final design and comprehensive proposal with firm pricing, based upon a more detailed analysis of Nelson County's requirements.

As the industry's premier supplier of radio and integrated solutions, Motorola possesses many unique capabilities. These capabilities allow us to offer our customers effective solutions to their complex business problems. Our primary goal is to provide the County with an improved portable communications and paging capability in the Rockfish Valley area and the Nellysford (Rt. 151) corridor.

Questions or inquiries may be addressed to either Steve Garner at (804) 370-6247 or Brian Almarode at (434) 953-5802. We look forward to your positive review of our budgetary proposal, to subsequent discussions, and to helping Nelson County achieve its communications goals and objectives.

Sincerely,
MOTOROLA SOLUTIONS, INC.

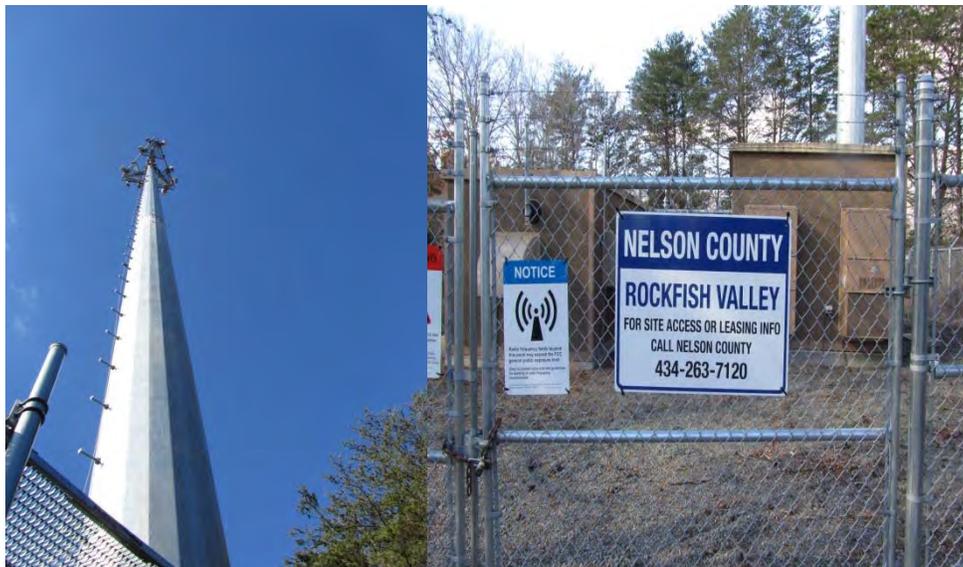
A handwritten signature in blue ink that reads 'Michael Leonard'. The signature is fluid and cursive, with a large, sweeping 'L' at the end.

Michael Leonard
MSSSI Vice President
North America Government Markets



Section 1. Statement of Work

1.1.1 Site Development at the Rockfish Gap Fire Department



Site Scope Summary

- ◆ Engineering services for site drawings and regulatory approvals – Included.
- ◆ Site acquisition services – N/A.
- ◆ Zoning Services – N/A
- ◆ New fuel tank size – 500 gallons-Type – Propane above-ground.
- ◆ New generator size – 35 kW, Type – Outdoor.
- ◆ Existing tower to be used for antennas – 140 ' Monopole.

Motorola Responsibilities:

Site Engineering

- ◆ Prepare site construction drawings, showing the layout of various new and existing site components.
- ◆ Conduct site walks to collect pertinent information from the sites (e.g., location of Telco, power, existing facilities, etc.).
- ◆ Prepare a lease exhibit and sketch of the site to communicate to the property owner the proposed lease space and planned development at the particular site location.
- ◆ Prepare record drawings of the site showing the as-built information.
- ◆ Perform a boundary and topographic survey for the property on which the communication site is located or will be located.
- ◆ Perform National Environmental Policy Act (NEPA) Threshold Screening, including limited literature and records search and brief reporting, as necessary to identify sensitive natural and cultural features referenced in 47 Code of Federal Regulations (CFR) Chapter 1, subsection 1.1307 that may be potentially impacted by the proposed construction activity. This does not include the additional field investigations to document site conditions if it is determined that the proposed communication facility “may have a significant environmental impact” and thus require additional documentation, submittals, or work.
- ◆ Provide a structural engineering analysis for antenna support structure, if necessary, to support the proposed antenna system. If the tower structure fails the analysis, the cost of any site relocation or modifications to the tower required to support the antenna system will be the responsibility of Nelson County. NOTE: This task does not include mapping, structural measurement survey, materials testing, geotechnical investigation, and/or other field investigation to acquire the data. If applicable, these tasks will be noted separately in the SOW.
- ◆ Preparation, submission and tracking of application for local permit fees (zoning, electrical, building etc.) and procurement of information necessary for filing.

Site Preparation

- ◆ Obtain the permits such as electrical, building, and construction permits, and coordinate any inspections with local authorities that may be needed to complete site development work.
- ◆ Provide one-time mobilization costs for the construction crews. Any remobilization due to interruptions/delays that are out of Motorola's control will result in additional costs.

Site Components Installation

- ◆ Construct 1 concrete slab for 500 gallon above-ground Liquid Propane (LP) fuel tank at 3000 psi with reinforcing steel necessary for foundations.
- ◆ Construct 1 foundation for the 35 kW generator with reinforcing steel necessary for foundations.



- ◆ Supply and install 1 500-gallon Liquid Propane (LP) fuel tank(s), fill it with fuel and connect it to the generator.
- ◆ Supply and install fuel tank monitors on the tanks to monitor low fuel in tanks and run alarm wiring to the building located within 50 feet of the tank.
- ◆ Supply and install 1 standby power generator (35 kW) located within 20 feet of the ATS, including interconnection wiring between the generator, transfer switch, and site electrical service mains.
- ◆ If required supply and install a perimeter grounding system around the compound and shelter. The ground system is to tie to the fence and all new metal structures within the compound to meet current Motorola's R56 standards.

Antenna and Transmission Line Installation

- ◆ Install 3 antenna(s) for the RF system.
- ◆ Provide monopole mounts (2) for antennas
- ◆ Supply and install 3 6-foot side arm(s) for antenna mounts.
- ◆ Install 2 GPS antenna(s).
- ◆ Install 1 tower top amplifier(s).
- ◆ Supply 2 ice shields for 4-foot microwave dishes.
- ◆ Install 2 ice shields above 4-foot microwave dishes.
- ◆ Install up to 160 linear feet of 1/2-inch transmission line.
- ◆ Install up to 480 linear feet of 1-1/4-inch transmission line.
- ◆ Perform sweep tests on transmission lines.
- ◆ Provide and install six-hole hanger blocks and attachment hardware for supporting transmission lines on the antenna support structure every three feet.
- ◆ Supply and install 1 ground buss bar at the bottom of the antenna support structure for grounding RF cables before they make horizontal transition.

Existing Facility Improvement Work

- ◆ Supply and install 1 200-amp breaker panel with capacity for 30 circuits.
- ◆ Supply and install up to 30 20-amp breakers in the distribution panel and wire to outlets located on an average within 35 cable feet.
- ◆ Install up to 3 8' long outlet bars made from 2 channel wiremold panel (8 inches wide) supported on threaded bars of the cable tray using insulated standoffs and wire each outlet to individual breaker.
- ◆ Install 1 new single-phase UPS equipment and wire output to UPS distribution panel.
- ◆ Install 1 Type 2 surge protector on electrical service side of the ATS.
- ◆ Install 1 primary Type 1 surge protector on the room electrical feed to protect the equipment from surges.
- ◆ Install 1 automatic transfer switch and connect it to generator and electric main.
- ◆ Ground all metallic objects in the interior of the existing room, to meet current Motorola's Standards and Guidelines for Communications Sites (R56) requirements and terminate near equipment locations.
- ◆ Supply and install 1 copper ground buss bar(s).
- ◆ Supply and install 1 telco board (48 inch x 96 inch).
- ◆ Supply and install 1 wall-mounted 10-pound CO2 fire extinguisher and 1 wall-mounted 20-pound ABC fire extinguisher.



- ◆ Supply and install "No smoking" EME signage at the site.
- ◆ Supply and install 1 eye wash station and 1 first aid kit.
- ◆ Supply and install sensors for alarming (Fire, Smoke, Hi/Lo temp, door intrusion), punch block and wiring of contact closures to alarm block
- ◆ Provide a manlift/bucket lift rental for antenna installation
- ◆ Core shelter and provide conduit to connect the new generator to the shelter.
- ◆ Fence removal and replacement
- ◆ Where required, provide for R56 upgrades, shelter structural improvements, poor soils.

Customer Responsibilities:

- ◆ If required, prepare and submit Electromagnetic Energy (EME) plans for the site (as a licensee) to demonstrate compliance with FCC RF Exposure guidelines.
- ◆ As applicable, coordinate, prepare, submit, and pay for all required permits and inspections for the work that is the Customer's responsibility.
- ◆ If required, pay for all utility connection, pole or line extensions, and any easement or usage fees.
- ◆ Review and approve site design drawings within 7 calendar days of submission by Motorola or its subcontractor(s). Should a re-submission be required, the Customer shall review and approve the re-submitted plans within 7 calendar days from the date of submittal.
- ◆ Pay for the usage costs of power, leased lines and generator fueling both during the construction/installation effort and on an on-going basis.
- ◆ Pay for application fees, taxes and recurring payments for lease/ownership of the property.
- ◆ Provide personnel to observe construction progress and testing of site equipment according to the schedule provided by Motorola.
- ◆ As applicable (based on local jurisdictional authority), the Customer will be responsible for any installation or up-grades of the electrical system in order to comply with NFPA 70, Article 708
- ◆ Provide property deed or lease agreement, and boundary survey, along with existing as-built drawings of the site and site components to Motorola for conducting site engineering.
- ◆ Provide a right of entry letter from the site owner for Motorola to conduct field investigations.
- ◆ Maintain existing access road in order to provide clear and stable entry to the site for heavy-duty construction vehicles, cement trucks and cranes. Sufficient space must be available at the site for these vehicles to maneuver under their own power, without assistance from other equipment.
- ◆ Arrange for space on the structure for installation of new antennas at the proposed heights on designated existing antenna-mounting structures.
- ◆ Provide as-built structural and foundation drawings of the structure and site location(s) along with geotechnical report(s) for Motorola to conduct a structural analysis.
- ◆ Provide support facilities for the antenna cables (cable ladder, entry ports, waveguide-bridge) from the antenna to the equipment room.



- ◆ Provide space, HVAC, grounding, lighting, fire suppression and cabling facilities for the equipment room per Motorola's R56 specifications. Ceiling and cable tray heights in the equipment rooms should be such as to accommodate 7-1/2-foot equipment racks, and the ceiling should be 9 feet or greater.
- ◆ Confirm that there is adequate utility service to support the new equipment and ancillary equipment.
- ◆ If required, remove or relocate any existing facilities, equipment, and utilities to create space for new site facilities and equipment.
- ◆ If required, provide any physical improvements (walls, roofing, flooring, painting, etc.) necessary to house the equipment in the existing room.
- ◆ Provide support and entry facilities for the cables (cable ladder/chaseway, entry ports, etc.) between the proposed equipment locations.
- ◆ Secure power connection to the room, associated permitting, and installation of a meter and disconnect within 50 feet of the proposed shelter location.

Assumptions:

- ◆ No prevailing wage, certified payroll, mandatory union workers or mandatory minority workers are required for this work
- ◆ All work is assumed to be done during normal business hours as dictated by time zone (Monday thru Friday, 7:30 a.m. to 5:00 p.m.).
- ◆ All recurring and non-recurring utility costs [including, but not limited to, generator fuel (except first fill), electrical, Telco] will be borne by the Customer or site owner.
- ◆ If required, all utility installations shall be coordinated and paid for by the site owner and located at jointly agreed to location within or around the new communications shelter or equipment room.
- ◆ Site will have adequate electrical service for the new shelter and tower. Utility transformer, transformer upgrades, line, or pole extensions have not been included.
- ◆ Pricing has been based on National codes such IBC or BOCA. Local codes or jurisdictional requirements have not been considered in this proposal.
- ◆ Hazardous materials are not present at the work location. Testing and removal of hazardous materials, found during site investigations, construction or equipment installation will be the responsibility of the customer.
- ◆ A maximum of 30 days will be required for obtaining approved building permits from time of submission, and a maximum of 60 days will be required for zoning approvals from time of submittal.
- ◆ No improvements are required for concrete trucks, drill rigs, shelter delivery, and crane access.
- ◆ If extremely harsh or difficult weather conditions delay the site work for more than a week, Motorola will seek excusable delays rather than risk job site safety.
- ◆ The existing ground system and soil resistivity at the site is sufficient to achieve resistance of 10 ohms or less. Communication site grounding will be designed and installed per Motorola's R56 standards.
- ◆ The existing site has adequate room to install the generator and fuel tank, including lay-down and staging areas, without encroaching on wetlands, easements, setbacks, right-of-ways, or property lines.



- ◆ AM detuning or electromagnetic emission studies will not be required.
- ◆ Structural and foundation drawings of the antenna support structure will be made available to preclude the need for ultrasonic testing, geotechnical borings or mapping of existing tower structural members.
- ◆ On the existing tower, the antenna locations for the proposed antenna system design will be available at the time of installation.
- ◆ Restoration of the site surroundings by fertilizing, seeding, and strawing the disturbed areas will be adequate.
- ◆ The site has adequate utility service to support the proposed equipment loading. Utility transformer upgrades or step-up or down transformers will not be required.
- ◆ Underground utilities are not present in the construction area and as such no relocation will be required.
- ◆ The existing antenna support structure is structurally capable of supporting the new antenna, cables, and ancillary equipment proposed and will not need to be removed or rebuilt at the existing site. The tower or supporting structure meets all applicable EIA/TIA-222 structural, foundation, ice, wind, and twist and sway requirements. Motorola has not included any cost for structural or foundation upgrades to the antenna support structure.
- ◆ The existing cable support facilities from the antenna to the cable entry port can be used for supporting the new antenna cables.
- ◆ Structural analyses for towers or other structures that have not been performed by Motorola will relinquish Motorola from any responsibility for the analysis report contents and/or recommendation therein.
- ◆ Foundations for shelter, generator, and fuel tank are based on “normal soil” conditions as defined by TIA/EIA 222-F. Footings deeper than 30 inches, raised piers, rock coring, dewatering, or hazardous material removal have not been included.
- ◆ Alarming at existing sites will be limited to new component installations and will have to be discussed and agreed to on a site-by-site basis.
- ◆ The site will have adequate room for installation of proposed equipment, based on applicable codes and Motorola’s R56 standards.
- ◆ The existing utility service has sufficient extra capacity to support the proposed new equipment load.
- ◆ A clear obstruction-free access exists from the antenna location to the equipment room.
- ◆ The Customer does not desire upgrade of the existing site to meet Motorola’s R56 standards.
- ◆ The floor can support the proposed new loading. Physical or structural improvements to the existing room will not be required.
- ◆ The compound will not require expansion in order to place the generator and fuel tank.
- ◆ Rock breaking will not be required to provide trenching and conduit for the generator connection.
- ◆ There are no underground utilities and fiber runs to interfere with any required excavations for foundations and trenching.



Completion Criteria

- ◆ Site development completed per issued for construction (IFC) construction drawings, project requirements, contractual obligations (including any customer/Motorola approved changes) and approved by Nelson County.
 - This shall be confirmed by contractor and reviewed with Motorola construction manager and project manager before inspections occur.
- ◆ All jurisdictional and contractual required testing and inspections to be performed by the contractor. (Contractual testing and inspections defined and agreed to with project team and customer prior to project kick off; vendor solely responsible for conducting, coordinating and paying for all jurisdictional testing and inspections).
- ◆ Motorola site development checklist shall be completed and signed off by contractor prior to customer inspection. (Review with project team and customer and amend checklist as required at project kick off or before work begins).
- ◆ Site turn-over package completed and turned over to Motorola (As defined and agreed to with project team and customer).
- ◆ All punch list and deficiencies shall be completed prior to customer and Motorola inspections.





Section 2. Equipment List

Qty	Product	Model	Item
	Identifier	Number	Description
2	NETWORK	CLN1856	2620-24 ETHERNET SWITCH
2	NETWORK	SQM01SUM0205	GGM 8000 GATEWAY
2	NETWORK	CA01616AA	ADD: AC POWER
1	GPS	DSTRAK91009E	REMOTE SITE REDUNDANT MODULAR FREQU
3	DDM	DSTRAK91061	FOUR PORT DDM
100	GPS	L1700	FSJ1-50A CABLE: 1/4" SUPERFLEX POLY
4	GPS	DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTO
1	CONV_GTR	T7039	GTR 8000 Base Radio
1	CONV_GTR	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS
1	CONV_GTR	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET
1	CONV_GTR	CA01948AA	ADD: CONVENTIONAL SOFTWARE
1	CONV_GTR	X153AW	ADD: RACK MOUNT HARDWARE
1	CONV_GTR	X530BG	ADD: VHF (136-174 MHZ)
1	CONV_GTR	T7039	GTR 8000 Base Radio
1	CONV_GTR	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS
1	CONV_GTR	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET
1	CONV_GTR	CA01948AA	ADD: CONVENTIONAL SOFTWARE
1	CONV_GTR	X153AW	ADD: RACK MOUNT HARDWARE
1	CONV_GTR	X530BG	ADD: VHF (136-174 MHZ)
1	CONV_GTR	T7039	GTR 8000 Base Radio
1	CONV_GTR	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS
1	CONV_GTR	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET
1	CONV_GTR	CA01948AA	ADD: CONVENTIONAL SOFTWARE
1	CONV_GTR	X153AW	ADD: RACK MOUNT HARDWARE
1	CONV_GTR	X530BG	ADD: VHF (136-174 MHZ)
1	CONV_GTR	T7039	GTR 8000 Base Radio
1	CONV_GTR	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS
1	CONV_GTR	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET

Qty	Product	Model	Item
	Identifier	Number	Description
1	CONV_GTR	CA01948AA	ADD: CONVENTIONAL SOFTWARE
1	CONV_GTR	X153AW	ADD: RACK MOUNT HARDWARE
1	CONV_GTR	X530BG	ADD: VHF (136-174 MHZ)
1	RACK	TRN7343	SEVEN AND A HALF FOOT RACK
2	RACK	DSOP820B	PDU, 120V HARDWIRE (8) 20A OUTLET P
2	RACK	DS1101378	RACK MT ADAPTER PLATE, 19 IN FOR DS
2	RACK	DSTSJ100BT	SPD, RJ-48 8 PIN, 10/100 BASE T TSJ
1	RACK	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TS
2	SPARES	DLN6897	FRU: PA VHF
1	RGW	F2979	MLC 8000
1	PWR STRIP	DSRMP615A	SPD, TYPE 3, 120V RACK MOUNT, 15A P
2	SPARES	DLN6892	FRU: XCVR VHF V2
1	RGW	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABI
1	RGW	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADA
1	RGW	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST
1	BASE RADIO	T7039	GTR 8000 Base Radio
1	BASE RADIO	CA01949AA	ADD: ANALOG ONLY CONV SW
1	BASE RADIO	CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST
1	BASE RADIO	X153AW	ADD: RACK MOUNT HARDWARE
1	BASE RADIO	X530BG	ADD: VHF (136-174 MHZ)
1	TX ANT 1	DSSY206SF2SNME	YAGI 152-159 MHZ, 9.5 DBD GAIN, EXT
15	UPPERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
1	UPPERJUMPR	DDN1089	L4TNF-PSA TYPE N FEMALE PS FOR 1/2
1	UPPERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
2	UPPERJUMPR	TDN9289	221213 CABLE WRAP WEATHERPROOFING
155	MAINLINE	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE
2	MAINLINE	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT
5	MAINLINE	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN
1	MAINLINE	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP
1	SURGE	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P
25	LOWERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
2	LOWERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
1	TX ANT 2	DSSY206SF2SNME	YAGI 152-159 MHZ, 9.5 DBD GAIN, EXT
15	UPPERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
1	UPPERJUMPR	DDN1089	L4TNF-PSA TYPE N FEMALE PS FOR 1/2
1	UPPERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
2	UPPERJUMPR	TDN9289	221213 CABLE WRAP WEATHERPROOFING



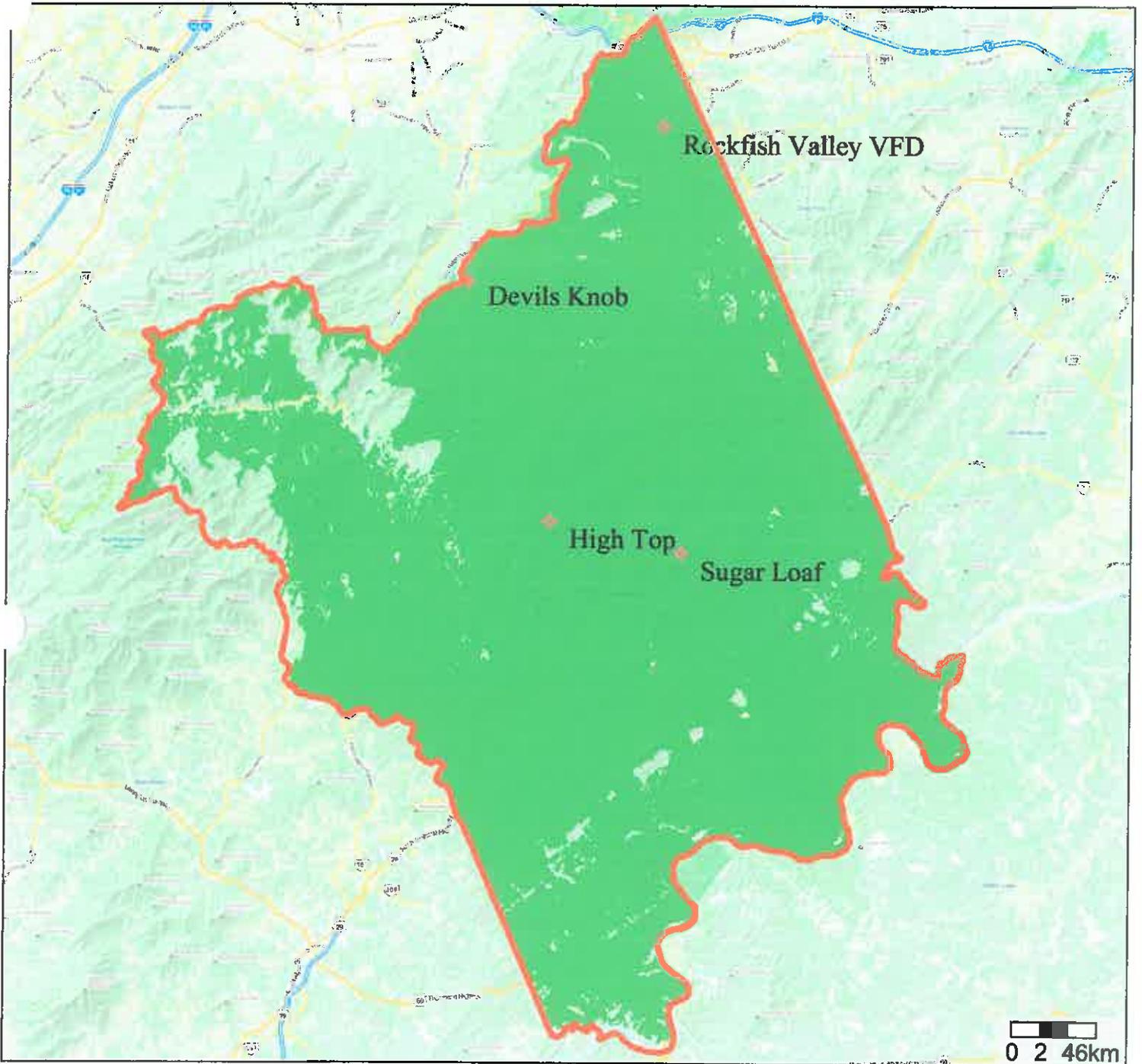
Qty	Product	Model	Item
	Identifier	Number	Description
135	MAINLINE	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE
2	MAINLINE	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT
5	MAINLINE	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN
1	MAINLINE	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP
1	SURGE	DSVHF50DMPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P
25	LOWERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
2	LOWERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
1	RX ANT	DSBA10101	ANTENNA, (146-164 MHZ) OMNI UNITY F
15	UPPERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
1	UPPERJUMPR	DDN1088	L4TNM-PSA TYPE N MALE PS FOR 1/2 IN
1	UPPERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
2	UPPERJUMPR	TDN9289	221213 CABLE WRAP WEATHERPROOFING
170	MAINLINE	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE
2	MAINLINE	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT
5	MAINLINE	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN
1	MAINLINE	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP
1	SURGE	DSVHF50DMPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P
25	LOWERJUMPR	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL
2	LOWERJUMPR	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2
1	CMBR EQUIP	DQ743813242A	NELSON COUNTY VA TX COMB, RX FILT,
1	GENERATOR	DSSG035ODVP	GENERATOR, 35KW LP VAPOR, 120/240V
1	ATS	DSGTS200ID	AUTOMATIC TRANSFER SWITCH, 200A, 12
1	UPS	DS110000AA20132	UPS, FE 12.VKVA/10KW, 240V, 132 MIN
1	SURGE	DS570SA16FNRJ1S	SPD, TYPE 1, SAD/MOV, 120/240 VAC 1
1	SURGE	DS560SA16FNRJ1S	SPD, TYPE 2, MOV, 120/240 VAC 1-PHA
15	PWR DIST	DSMSBWIREMOLD	8' MSB WIREMOLD HORIZONTAL POWER PO
1	NFM_RTU	F4544	SITE MANAGER ADVANCED
1	NFM_RTU	V266	ADD: 90VAC TO 260VAC PS TO SM
3	NFM_RTU	V592	AAD TERM BLCK & CONN WI
1	NFM_RTU	VA00150	ADD: SDM3000 ASTRO F/W FOR A7.4
1	NFM_LIC	F4528	GMC_PER_DEVICE_SW_LICENSES
1	NFM_LIC	V809	GMC_SW_LIC_PER_NFM-RTU_I-O
1	NFM_LIC	V838	GMC_SW_LIC_PER_TRAK_GPS
5	NFM_LIC	V843	GMC_SW_LIC_PER_GTR8000_MS_BR
5	NFM_LIC	VA00337	GMC_SW_LIC_PER_IP_MANAGED_DEVICE
1	NFM_LIC	F2463	RTU_PER_DEVICE_SW_LICENSES
1	NFM_LIC	V838	RTU_SW_LIC_PER_TRAK_GPS



Qty	Product	Model	Item
	Identifier	Number	Description
1	NFM_LIC	V839	RTU_SW_LIC_PER_NFM-RTU_I-O
5	NFM_LIC	VA00312	RTU_SW_LIC_PER_GTR8000_MS_BR
5	NFM_LIC	VA00333	RTU_SW_LIC_PER_IP_MANAGED_DEVICE



Nelson County, VA



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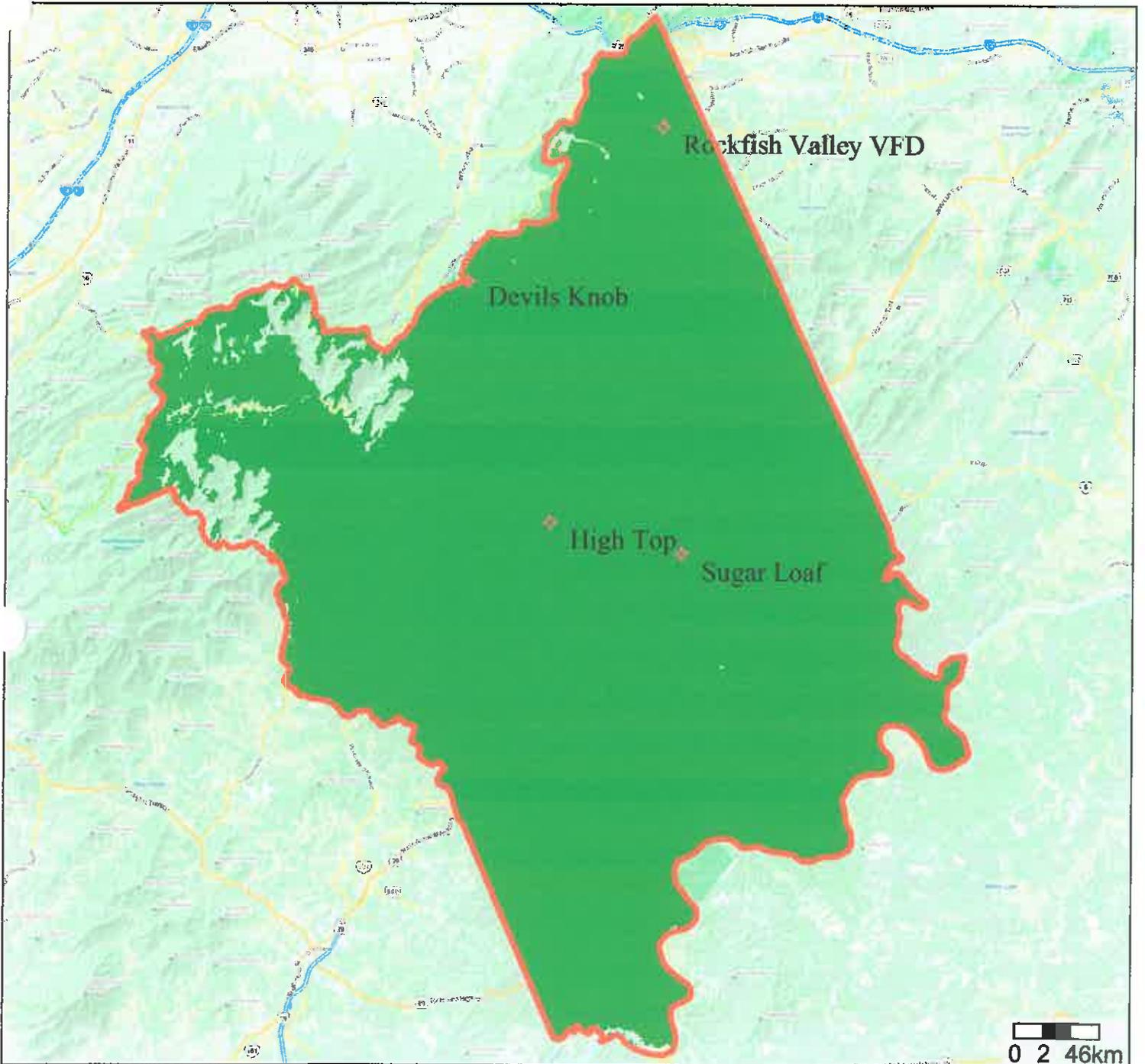
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Legend

 95% Area inbound Portable hip hip

1 Site Rockfish Valley VFD Portable Inbound

Nelson County, VA



Tiles Courtesy of MapQuest © OpenStreetMap contributors.

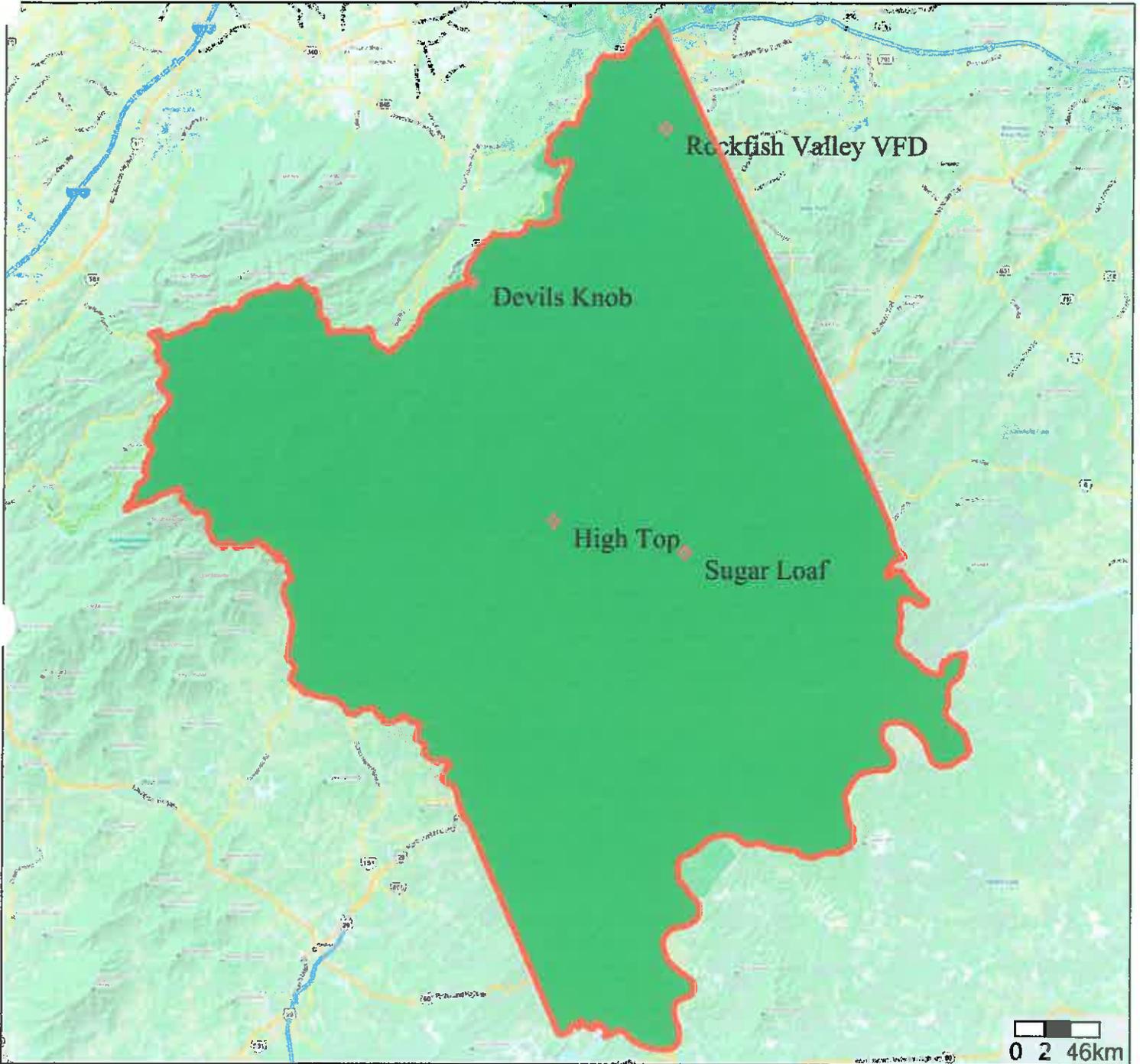
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Legend

 95% Area outbound Portable hip hip

Site Rockfish Valley VFD Portable Outbound

Nelson County, VA



Tiles Courtesy of MapQuest © OpenStreetMap contributors.

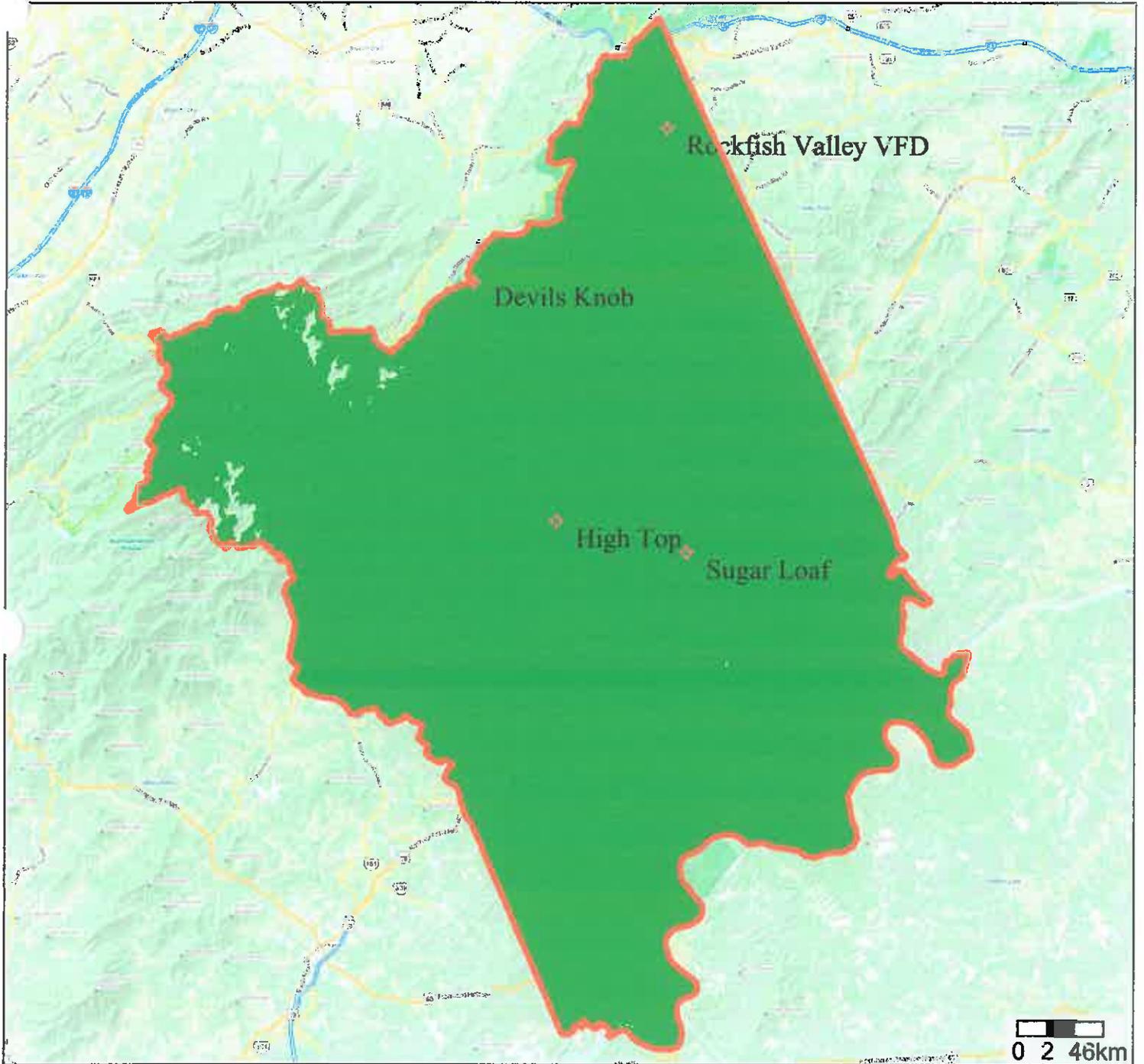
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Legend

 95% Area inbound Mobile1

dd Site Rockfish Valley VFD Mobile Inbound

Nelson County, VA



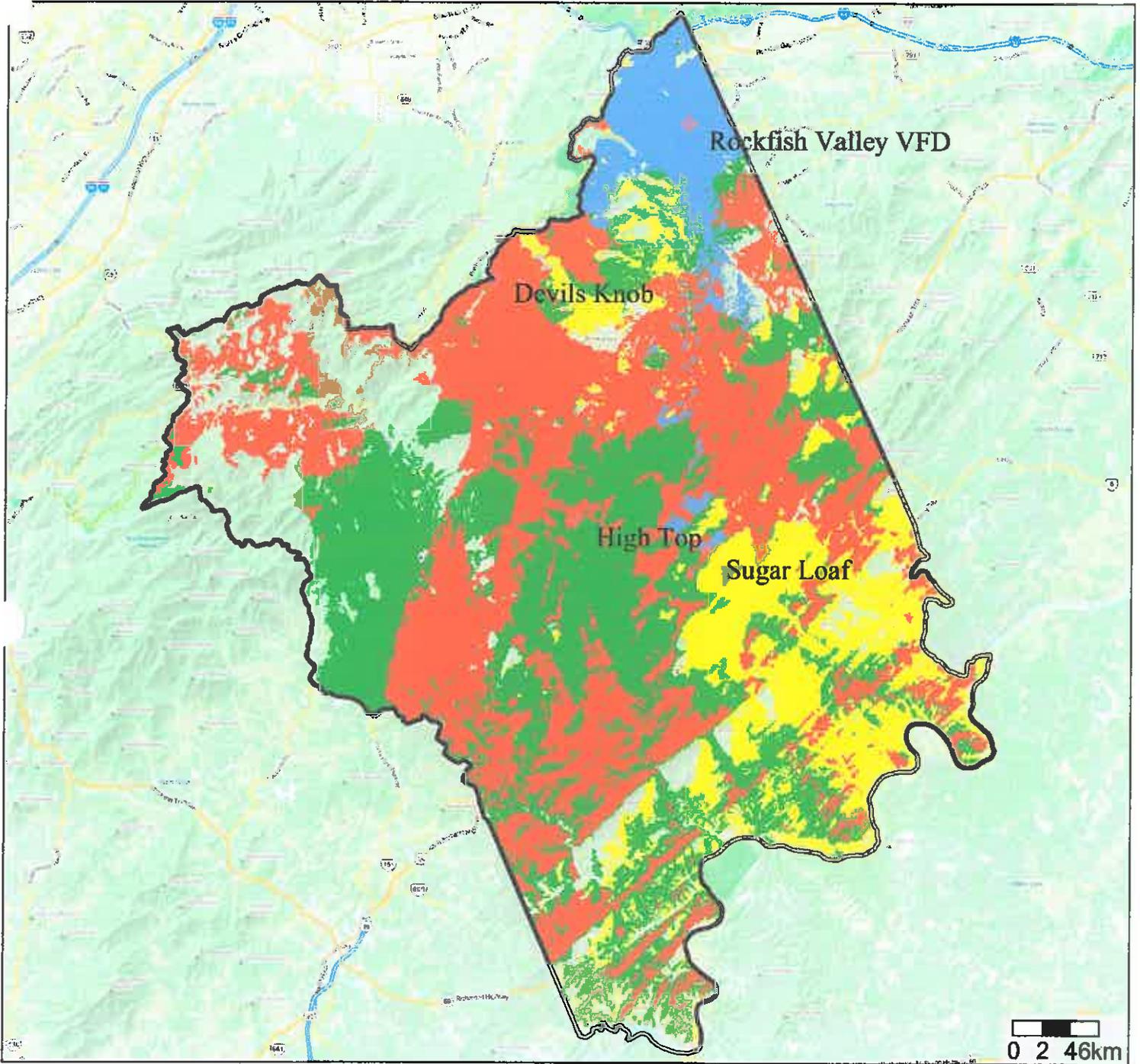
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Scale 1 : 390495

Legend

 95% Area outbound Mobile1

Id Site Rockfish Valley VFD Mobile Outbound



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Scale 1 : 386719

Legend

-  Rockfish 95% Area round_trip Portable hip
-  Devils Knob 95% Area round_trip Portable hip
-  High Top 95% Area round_trip Portable hip
-  Sugar Loaf 95% Area round_trip Portable hip

Stage	Location	Type	Item	APC	QTY	Model	 Description	Unit List	Extended List	Disc. %	Contract Per Unit Price	Contract Extd. Unit Price
							ASTRO 25 Conventional Simulcast					
Yes	ROCKFISH	NETWORK	1	147	2	CLN1856	2620-24 ETHERNET SWITCH	\$2,250.00	\$4,500.00	20%	\$1,800.00	\$3,600.00
Yes	ROCKFISH	NETWORK	2	147	2	SQM01SUM0205	GGM 8000 GATEWAY	\$4,200.00	\$8,400.00	20%	\$3,360.00	\$6,720.00
Yes	ROCKFISH	NETWORK	2a	147	2	CA01616AA	ADD: AC POWER	\$0.00	\$0.00	20%	\$0.00	\$0.00
Yes	ROCKFISH	GPS	3	906	1	DSTRAK91009E	REMOTE SITE REDUNDANT MODULAR FREQU	\$30,066.00	\$30,066.00	10%	\$27,059.40	\$27,059.40
Yes	ROCKFISH	DDM	4	906	3	DSTRAK91061	FOUR PORT DDM	\$720.00	\$2,160.00	10%	\$648.00	\$1,944.00
Yes	ROCKFISH	GPS	5	351	100	L1700	FSJ1-50A CABLE: 1/4" SUPERFLEX POLY	\$2.25	\$225.00	10%	\$2.03	\$202.50
Yes	ROCKFISH	GPS	6	351	4	DDN9769	F1PNM-HC 1/4" TYPE N MALE CONNECTO	\$27.25	\$109.00	10%	\$24.53	\$98.10
Yes	ROCKFISH	CONV_GTR	7	112	1	T7039	GTR 8000 Base Radio	\$6,000.00	\$6,000.00	20%	\$4,800.00	\$4,800.00
Yes	ROCKFISH	CONV_GTR	7a	112	1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	CONV_GTR	7b	112	1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET	\$600.00	\$600.00	20%	\$480.00	\$480.00
Yes	ROCKFISH	CONV_GTR	7c	112	1	CA01948AA	ADD: CONVENTIONAL SOFTWARE	\$6,500.00	\$6,500.00	20%	\$5,200.00	\$5,200.00
Yes	ROCKFISH	CONV_GTR	7d	112	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	CONV_GTR	7e	112	1	X530BG	ADD: VHF (136-174 MHZ)	\$6,300.00	\$6,300.00	20%	\$5,040.00	\$5,040.00
Yes	ROCKFISH	CONV_GTR	8	112	1	T7039	GTR 8000 Base Radio	\$6,000.00	\$6,000.00	20%	\$4,800.00	\$4,800.00
Yes	ROCKFISH	CONV_GTR	8a	112	1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	CONV_GTR	8b	112	1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET	\$600.00	\$600.00	20%	\$480.00	\$480.00
Yes	ROCKFISH	CONV_GTR	8c	112	1	CA01948AA	ADD: CONVENTIONAL SOFTWARE	\$6,500.00	\$6,500.00	20%	\$5,200.00	\$5,200.00
Yes	ROCKFISH	CONV_GTR	8d	112	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	CONV_GTR	8e	112	1	X530BG	ADD: VHF (136-174 MHZ)	\$6,300.00	\$6,300.00	20%	\$5,040.00	\$5,040.00
Yes	ROCKFISH	CONV_GTR	9	112	1	T7039	GTR 8000 Base Radio	\$6,000.00	\$6,000.00	20%	\$4,800.00	\$4,800.00
Yes	ROCKFISH	CONV_GTR	9a	112	1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	CONV_GTR	9b	112	1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET	\$600.00	\$600.00	20%	\$480.00	\$480.00
Yes	ROCKFISH	CONV_GTR	9c	112	1	CA01948AA	ADD: CONVENTIONAL SOFTWARE	\$6,500.00	\$6,500.00	20%	\$5,200.00	\$5,200.00
Yes	ROCKFISH	CONV_GTR	9d	112	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	CONV_GTR	9e	112	1	X530BG	ADD: VHF (136-174 MHZ)	\$6,300.00	\$6,300.00	20%	\$5,040.00	\$5,040.00
Yes	ROCKFISH	CONV_GTR	10	112	1	T7039	GTR 8000 Base Radio	\$6,000.00	\$6,000.00	20%	\$4,800.00	\$4,800.00
Yes	ROCKFISH	CONV_GTR	10a	112	1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAS	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	CONV_GTR	10b	112	1	CA01503AA	ADD: FALL BACK IN SIMULCAST CABINET	\$600.00	\$600.00	20%	\$480.00	\$480.00
Yes	ROCKFISH	CONV_GTR	10c	112	1	CA01948AA	ADD: CONVENTIONAL SOFTWARE	\$6,500.00	\$6,500.00	20%	\$5,200.00	\$5,200.00
Yes	ROCKFISH	CONV_GTR	10d	112	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	CONV_GTR	10e	112	1	X530BG	ADD: VHF (136-174 MHZ)	\$6,300.00	\$6,300.00	20%	\$5,040.00	\$5,040.00
Yes	ROCKFISH	RACK	11	509	1	TRN7343	SEVEN AND A HALF FOOT RACK	\$495.00	\$495.00	20%	\$396.00	\$396.00
Yes	ROCKFISH	RACK	12	207	2	DSOP820B	PDU, 120V HARDWIRE (8) 20A OUTLET P	\$938.00	\$1,876.00	10%	\$844.20	\$1,688.40
Yes	ROCKFISH	RACK	13	207	2	DS1101378	RACK MT ADAPTER PLATE, 19 IN FOR DS	\$60.00	\$120.00	10%	\$54.00	\$108.00
Yes	ROCKFISH	RACK	14	207	2	DSTSJ100BT	SPD, RJ-48 8 PIN, 10/100 BASE T TSJ	\$118.00	\$236.00	10%	\$106.20	\$212.40
Yes	ROCKFISH	RACK	15	207	1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TS	\$83.00	\$83.00	10%	\$74.70	\$74.70
Yes	ROCKFISH	PWR STRIP	16	207	1	DSRMP615A	SPD, TYPE 3, 120V RACK MOUNT, 15A P	\$258.00	\$258.00	10%	\$232.20	\$232.20
Yes	RF SPARES	SPARES	17	112	2	DLN6892	FRU: XCVR VHF V2	\$1,200.00	\$2,400.00	20%	\$960.00	\$1,920.00
Yes	RF SPARES	SPARES	18	112	2	DLN6897	FRU: PA VHF	\$1,828.00	\$3,656.00	20%	\$1,462.40	\$2,924.80
Yes	ROCKFISH	RGW	19	112	1	F2979	MLC 8000	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	RGW	19a	112	1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABI	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	RGW	19b	112	1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADA	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	RGW	19c	112	1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST	\$1,000.00	\$1,000.00	20%	\$800.00	\$800.00
Yes	ROCKFISH	BASE RADIO	20	112	1	T7039	GTR 8000 Base Radio	\$6,000.00	\$6,000.00	20%	\$4,800.00	\$4,800.00
Yes	ROCKFISH	BASE RADIO	20a	112	1	CA01949AA	ADD: ANALOG ONLY CONV SW	\$0.00	\$0.00	20%	\$0.00	\$0.00
Yes	ROCKFISH	BASE RADIO	20b	112	1	CA01952AA	ADD: ANALOG CONVENTIONAL SIMULCAST	\$0.00	\$0.00	20%	\$0.00	\$0.00
Yes	ROCKFISH	BASE RADIO	20c	112	1	X153AW	ADD: RACK MOUNT HARDWARE	\$50.00	\$50.00	20%	\$40.00	\$40.00
Yes	ROCKFISH	BASE RADIO	20d	112	1	X530BG	ADD: VHF (136-174 MHZ)	\$6,300.00	\$6,300.00	20%	\$5,040.00	\$5,040.00
FIELD	ROCKFISH	TX ANT 1	21	351	1	DSSY2065F2SNME	YAGI 152-159 MHZ, 9.5 DBD GAIN, EXT	\$1,060.00	\$1,060.00	10%	\$954.00	\$954.00
FIELD	ROCKFISH	UPPERJUMPR	22	351	15	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$52.50	10%	\$3.15	\$47.25
FIELD	ROCKFISH	UPPERJUMPR	23	351	1	DDN1089	L4TNF-PSA TYPE N FEMALE PS FOR 1/2	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	24	351	1	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	25	351	2	TDN9289	221213 CABLE WRAP WEATHERPROOFING	\$22.00	\$44.00	10%	\$19.80	\$39.60
FIELD	ROCKFISH	MAINLINE	26	351	155	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE	\$8.40	\$1,302.00	10%	\$7.56	\$1,171.80
FIELD	ROCKFISH	MAINLINE	27	351	2	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT	\$39.75	\$79.50	10%	\$35.78	\$71.55
FIELD	ROCKFISH	MAINLINE	28	351	5	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN	\$22.50	\$112.50	10%	\$20.25	\$101.25

Stage	Location	Type	Item	APC	QTY	Model	 Description	Unit List	Extended List	Disc. %	Contract Per Unit Price	Contract Extd. Unit Price
							ASTRO 25 Conventional Simulcast					
FIELD	ROCKFISH	MAINLINE	29	351	1	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	SURGE	30	207	1	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P	\$161.00	\$161.00	10%	\$144.90	\$144.90
FIELD	ROCKFISH	LOWERJUMPR	31	351	25	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$87.50	10%	\$3.15	\$78.75
FIELD	ROCKFISH	LOWERJUMPR	32	351	2	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$57.00	10%	\$25.65	\$51.30
FIELD	ROCKFISH	TX ANT 2	33	351	1	DSSY206SF2SNME	YAGI 152-159 MHZ, 9.5 DBD GAIN, EXT	\$1,060.00	\$1,060.00	10%	\$954.00	\$954.00
FIELD	ROCKFISH	UPPERJUMPR	34	351	15	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$52.50	10%	\$3.15	\$47.25
FIELD	ROCKFISH	UPPERJUMPR	35	351	1	DDN1089	L4TNF-PSA TYPE N FEMALE PS FOR 1/2	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	36	351	1	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	37	351	2	TDN9289	221213 CABLE WRAP WEATHERPROOFING	\$22.00	\$44.00	10%	\$19.80	\$39.60
FIELD	ROCKFISH	MAINLINE	38	351	135	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE	\$8.40	\$1,134.00	10%	\$7.56	\$1,020.60
FIELD	ROCKFISH	MAINLINE	39	351	2	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT	\$39.75	\$79.50	10%	\$35.78	\$71.55
FIELD	ROCKFISH	MAINLINE	40	351	5	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN	\$22.50	\$112.50	10%	\$20.25	\$101.25
FIELD	ROCKFISH	MAINLINE	41	351	1	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	SURGE	42	207	1	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P	\$161.00	\$161.00	10%	\$144.90	\$144.90
FIELD	ROCKFISH	LOWERJUMPR	43	351	25	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$87.50	10%	\$3.15	\$78.75
FIELD	ROCKFISH	LOWERJUMPR	44	351	2	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$57.00	10%	\$25.65	\$51.30
FIELD	ROCKFISH	RX ANT	45	351	1	DSBA10101	ANTENNA, (146-164 MHZ) OMNI UNITY F	\$1,418.00	\$1,418.00	10%	\$1,276.20	\$1,276.20
FIELD	ROCKFISH	UPPERJUMPR	46	351	15	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$52.50	10%	\$3.15	\$47.25
FIELD	ROCKFISH	UPPERJUMPR	47	351	1	DDN1088	L4TNM-PSA TYPE N MALE PS FOR 1/2 IN	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	48	351	1	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	UPPERJUMPR	49	351	2	TDN9289	221213 CABLE WRAP WEATHERPROOFING	\$22.00	\$44.00	10%	\$19.80	\$39.60
FIELD	ROCKFISH	MAINLINE	50	351	170	L3617	7/8IN HELIAX VIRTUAL AIR FOAM FILLE	\$8.40	\$1,428.00	10%	\$7.56	\$1,285.20
FIELD	ROCKFISH	MAINLINE	51	351	2	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT	\$39.75	\$79.50	10%	\$35.78	\$71.55
FIELD	ROCKFISH	MAINLINE	52	351	5	DSSG7806B2A	SG78-06B2A GROUNDING KIT FOR 7/8 IN	\$22.50	\$112.50	10%	\$20.25	\$101.25
FIELD	ROCKFISH	MAINLINE	53	351	1	DSL5SGRIP	L5SGRIP 7/8" SUPPORT HOIST GRIP	\$28.50	\$28.50	10%	\$25.65	\$25.65
FIELD	ROCKFISH	SURGE	54	207	1	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH P	\$161.00	\$161.00	10%	\$144.90	\$144.90
FIELD	ROCKFISH	LOWERJUMPR	55	351	25	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POL	\$3.50	\$87.50	10%	\$3.15	\$78.75
FIELD	ROCKFISH	LOWERJUMPR	56	351	2	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2	\$28.50	\$57.00	10%	\$25.65	\$51.30
STAGING	ROCKFISH	CMBR EQUIP	57	207	1	DQ743813242A	NELSON COUNTY VA TX COMB, RX FILT,	\$31,469.52	\$31,469.52	10%	\$28,322.57	\$28,322.57
FIELD	ROCKFISH	GENERATOR	58	207	1	DSSG035ODVP	GENERATOR, 35KW LP VAPOR, 120/240V	\$27,045.00	\$27,045.00	10%	\$24,340.50	\$24,340.50
FIELD	ROCKFISH	ATS	59	207	1	DSGT5200ID	AUTOMATIC TRANSFER SWITCH, 200A, 12	\$3,514.00	\$3,514.00	10%	\$3,162.60	\$3,162.60
FIELD	ROCKFISH	UPS	60	207	1	DS11000AA20132	UPS, FE 12.VKVA/10KW, 240V, 132 MIN	\$58,663.00	\$58,663.00	10%	\$52,796.70	\$52,796.70
FIELD	ROCKFISH	SURGE	61	207	1	DSS70SA16FNRJ1S	SPD, TYPE 1, SAD/MOV, 120/240 VAC 1	\$2,320.00	\$2,320.00	10%	\$2,088.00	\$2,088.00
FIELD	ROCKFISH	SURGE	62	207	1	DSS60SA16FNRJ1S	SPD, TYPE 2, MOV, 120/240 VAC 1-PHA	\$1,740.00	\$1,740.00	10%	\$1,566.00	\$1,566.00
FIELD	ROCKFISH	PWR DIST	63	329	15	DSMSBWIREMOLD	8" MSB WIREMOLD HORIZONTAL POWER PO	\$1,880.00	\$28,200.00	10%	\$1,692.00	\$25,380.00
STAGING	MOSCAD	NFM_RTU	64	469	1	F4544	SITE MANAGER ADVANCED	\$3,000.00	\$3,000.00	10%	\$2,700.00	\$2,700.00
STAGING	MOSCAD	NFM_RTU	64a	469	1	V266	ADD: 90VAC TO 260VAC PS TO SM	\$120.00	\$120.00	10%	\$108.00	\$108.00
STAGING	MOSCAD	NFM_RTU	64b	469	3	V592	AAD TERM BLCK & CONN WI	\$90.00	\$270.00	10%	\$81.00	\$243.00
STAGING	MOSCAD	NFM_RTU	64c	469	1	VA00150	ADD: SDM3000 ASTRO F/W FOR A7.4	\$1,850.00	\$1,850.00	10%	\$1,665.00	\$1,665.00
STAGING	MOSCAD	NFM_LIC	65	382	1	F4528	GMC_PER_DEVICE_SW_LICENSES	\$75.00	\$75.00	0%	\$75.00	\$75.00
STAGING	MOSCAD	NFM_LIC	65a	382	1	V809	GMC_SW_LIC_PER_NFM-RTU_I-O	\$240.00	\$240.00	0%	\$240.00	\$240.00
STAGING	MOSCAD	NFM_LIC	65b	382	1	V838	GMC_SW_LIC_PER_TRAK_GPS	\$240.00	\$240.00	0%	\$240.00	\$240.00
STAGING	MOSCAD	NFM_LIC	65c	382	5	V843	GMC_SW_LIC_PER_GTR8000_MS_BR	\$240.00	\$1,200.00	0%	\$240.00	\$1,200.00
STAGING	MOSCAD	NFM_LIC	65d	382	5	VA00337	GMC_SW_LIC_PER_IP_MANAGED_DEVICE	\$50.00	\$250.00	0%	\$50.00	\$250.00
STAGING	MOSCAD	NFM_LIC	66	382	1	F2463	RTU_PER_DEVICE_SW_LICENSES	\$75.00	\$75.00	0%	\$75.00	\$75.00
STAGING	MOSCAD	NFM_LIC	66a	382	1	V838	RTU_SW_LIC_PER_TRAK_GPS	\$110.00	\$110.00	0%	\$110.00	\$110.00
STAGING	MOSCAD	NFM_LIC	66b	382	1	V839	RTU_SW_LIC_PER_NFM-RTU_I-O	\$110.00	\$110.00	0%	\$110.00	\$110.00
STAGING	MOSCAD	NFM_LIC	66c	382	5	VA00312	RTU_SW_LIC_PER_GTR8000_MS_BR	\$110.00	\$550.00	0%	\$110.00	\$550.00
STAGING	MOSCAD	NFM_LIC	66d	382	5	VA00333	RTU_SW_LIC_PER_IP_MANAGED_DEVICE	\$25.00	\$125.00	0%	\$25.00	\$125.00
GRAND TOTAL											\$278,024.32	

Equipment List and Pricing-Nelson 6-8-16

Item	Model	 Description	Price
		Services	
1	Services	Project Management (30-Days)	\$ 57,132.00
2	Services	Contract Design Review-Engineering Support (30-Days)	\$ 57,132.00
3	Services	Staging	\$ 12,891.00
4	Services	System Optimization (System Technologist)	\$ 38,139.00
5	Services	Functional Testing	\$ 15,822.00
6	Services	Coverage Testing (Equipment--Voyager kits)	\$ 9,873.00
7	Services	Coverage Acceptance Test Plan (CATP)	\$ 21,836.00
8	Services	Site Development	\$ 161,347.00
9	Services	Construction Management	\$ 35,243.00
10	Services	Fixed Network Installation (Clear Communications)	\$ 31,394.00
11	Services	Documentation	\$ 5,701.00
12	Services	Warranty + Services Support 7 x 24 Dispatch, Security Monitoring, Security Update Service, OnsiteResponse, Infrastructure Repair with Advanced Board replacement, Network Preventive Maintenance.	\$ 16,981.00
GRAND TOTAL			\$ 463,491.00

Equipment List and Pricing-Nelson 6-8-16

 Description	Price
Summary Pricing Sheet	
Equipment Pricing	\$ 278,024.00
Services Total	\$ 463,491.00
Subtotal	\$ 741,515.00
Incentive (Providing a Purchase Order and Signed contract by August 22, 2016)	\$ (42,660.00)
GRAND TOTAL	\$ 698,855.00

10 June, 2016

To: Board of Supervisors
From: S. Carter, County Administrator
Re: County Administrator's Report (June 14, 2016 Meeting)

1. Courthouse Project Phase II: The project is proceeding very well. Roofing of the building addition is nearing completion. Framing of the Phase 1 office area on the second floor 1940s building addition (for County Administration, Finance and HR, and Information Systems) is in process. A contract with BT Conferencing for overall equipping of the Circuit Court has been executed with work in process. Upgrades of building utilities (electrical, hvac, backup generator) are all nearing completion. The May-June Project Progress Meeting has been rescheduled to June 15th at 1 p.m. (due to scheduling conflicts). Project completion is at present February 2017 but may slip somewhat due to the very inclement weather conditions in May. However, Jamerson-Lewis is endeavoring to maintain the project completion schedule.

2. Broadband: A) Expansion Project – Construction of Phase 1 (RT. 151& 6 to RT. 151 & 664) is nearing completion. Conduit installation is approaching Route 664 and fiber has been pulled to the Nellysford area. The project contractor, CCTS, stated on 6-2 that all phases of the project would now be completed by not later than 7-30-16 (possibly by 7-15). CCTS is also working on service connections to Horizons Village (21-23 new connections), Bold Rock Cider and Devils Backbone Brewery. Phase 2 and 3 permit applications have been resubmitted to VDOT for approval. The project's overall job count for compliance with CDBG grant requirements will likely be more than three times the 12 new jobs required for grant compliance.

B) Broadband Planning Project – Scheduling of a June work session with Design Nine to work towards project completion at the staff level is pending. Thereafter, staff will coordinate scheduling a work session(s) with the Broadband Authority pertinent to project outcomes and recommendations.

C) Broadband Other – Stewart Computer Services/Acela Net has become the third Internet Service Provider (ISP) on the local middle mile network and has begun the process of marketing to and signing new service agreements. The planned Community Connect program application to USDA-RUS was tabled following a conference call with RUS staff, as County and Design Nine staff agreed that the County's project proposal would have less than minimal chance for success. County staff conducted a conference call with federal NTIA staff on 5-13 for the primary purpose of maintaining lines of communication between the County and NTIA. County staff also had a conference call with federal FCC-E-rate staff to discuss the E-rate program's funding criteria. The discussion with the FCC staff, which included Dr. J. Comer of the County's School Division, was very disappointing as FCC staff strongly stipulated that neither the County nor the School Division could require use of the local middle mile network in the Division's solicitations for internet/broadband services. Vendors seeking to serve the Division can use the local network as a basis for its services proposal but, as noted, neither the County nor the School Division can require use of the local network in issuing RFPs for E-rate supported services. A consideration may be that the NCBA become an E-rate provider. Following the discussion with FCC staff, County staff submitted a statement of concern to Sen. M. Warner's office and will discuss this with the Senator's staff the week of 6-13.

3. BR Tunnel Project: The County hosted on 5-17 a very successful tour of the western portal and Tunnel area for the members of the Commonwealth Transportation Board and VDOT staff. Staff Woolpert, Inc. (the project's engineering consultant) and from Buckingham Branch

Railroad assisted with the tour. The CTB met in Staunton earlier on 5-17 and made a preliminary decision (to be finalized in June) to provide additional funding to Nelson County with which to complete the Tunnel Project. Woolpert, Inc. is currently working to finalize all project related submittals to VDOT to enable the project to be approved for construction bidding. This work will very likely encompass a modification of the western trail, which is anticipated to reduce construction costs and lessen the steepness of a section of the western trail. Assuming the final funding is approved by the CTB in June, the next steps will be completion of a new project agreement with VDOT (which may require 60-90 days after 7-1) and VDOT/FHA approval of the construction plans.

4. Lovington Health Care Center: County staff has followed up on May 20th with Valley Care Management to request a detailed proposal from the company to provide for its acquisition of the Center. No response has been received to date from VCM.

5. Radio Project: Issuance of a purchase order to Motorola, Inc. for the acquisition of vehicle repeater systems is in process (and will be completed by 6-14). The Board's June 14th meeting agenda includes a preliminary proposal from Motorola, Inc. to utilize the County tower located at the Rockfish Valley. Vol. Fire Department to provide for enhanced radio network communications in the Route 151 Corridor. Additional work on the agreement is necessary. And, a plan to provide for purchase of the equipment, etc. from Motorola is also necessary (the current cost proposal exceeds \$600,000).

6. Region 2000 Service(s) Authority: The Authority's Work Group on future operations, comprised of staff from the Authority's four local government members (C. McGarry is the County's representative), continues to meet and plans to submit its recommendations for next steps to the Authority on 6-23. Subject to receipt of the Work Group's recommendations, the County's representative on the Authority Board is opposed to the Authority incurring significant additional expenses to consider future operational options, as the Authority has previously expended significant time and investment to plan for its future operations, which are currently being challenged by residents of Campbell County and, to some extent, the County's local government, which is a primary beneficiary of the Authority's operations.

7. FY 15-16: The current fiscal year ends on June 30th. Staff will work towards completing and submitting a preliminary year-end balance report to the Board for the July 12th regular session.

8. Department Reports: Included with the BOS agenda for the 6-14-16 meeting.

Ag Forestal District Advisory Committee

Candy McGarry

From: wchal771@cox.net
Sent: Sunday, May 15, 2016 6:59 PM
To: Candy McGarry
Subject: Suspected Spam:Re: Ag Forestal District Committee Appointment

Follow Up Flag: Follow up
Flag Status: Flagged

Yes, thank you

---- Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

> Good Morning Mr. Halverson,

>

> I am writing to let you know that your current term on the Ag Forestal District Committee expires this month and to ask if you would like to be reappointed for another 4 year term. Please let me know at your earliest convenience, thank you!

>

> Best,

> Candy

> Candy McGarry

> Nelson County Administrator's Office

> Administrative Assistant/Deputy Clerk

> PH: (434) 263-7002 Fax: (434) 263-7004

>

Jefferson Madison Regional Library Board

Candy McGarry

From: Marcia McDuffie <secondwind@gmail.com>
Sent: Tuesday, May 24, 2016 3:44 PM
To: Candy McGarry
Subject: Re: JMRL Board

Hi, Candy. I had emailed Steve Carter two weeks ago that I would be happy to serve on the board for another full term. Do you need my CV and statement of interest again? I did submit them last year to finish out Mary Coy's term, but I could resend if needed.

Marcy McDuffie
277-9216

On 5/24/16, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

> Good afternoon,

>

>

>

> I am writing to let you know that your current term on the JMRL Board
> expires this month and to ask if you would like to be reappointed for
> another 4 year term. Please let me know at your earliest convenience,
> thank you!

>

> Best,

> Candy

> 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

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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

NC Economic Development Authority

Candy McGarry

From: Carlton Ballowe <catbalu1@aol.com>
Sent: Monday, May 09, 2016 8:51 PM
To: Steve Carter; Candy McGarry
Subject: EDA Service

Steve and Candy;

I understand my current appointment to the EDA expires on June 30. I would like to continue to serve if that is judged to be in the county's interest.

Thanks,
Carlton

Candy McGarry

From: Emily Pelton <emily@veritaswines.com>
Sent: Wednesday, May 11, 2016 10:12 AM
To: Candy McGarry; Steve Carter; Maureen A Kelley
Subject: EDA re appointment

Dear Mr. Carter and Mrs. McGarry.

My term expires shortly for the Economic Development Authority. I hope that you would consider my reappointment so that I can continue to serve the county.

Thank you in advance for considering my request.

Emily Pelton

--

Emily Pelton
Winemaker

Veritas Vineyards & Winery
151 Veritas Lane
Afton, VA 22920

540-456-8000 office
434-531-7754 cell

Deborah L. Brown
23 Windy Acres Drive
Afton, VA 22920

C: 434-981-2832
F: 888-786-6561
E: dbrown@alliedconcrete.com

May 16, 2016

Dear Supervisor Harvey:

Attached is my completed *Appointments – Statement of Interest Form*. I would like to get involved with the county government by volunteering for the Economic Development Committee vacancy. The auto fill of the form was not cooperating, so I attached an additional sheet with further information.

If you have any questions or comments, please feel free to contact me.

With best regards,

A handwritten signature in black ink, appearing to be 'Deborah L. Brown', with a long horizontal stroke extending to the right.

Deborah (Deb) Brown

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

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Please complete and mail this form to:

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

or fax to (434) 263-7004

Date 5-16-16

Mr. _____ Mrs. _____ Ms. X

Name: Deborah L Brown

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

1. Economic Development
2. _____
3. _____

Home Address: 23 Windy Acres Drive

Afton, VA 22920

Occupation: Business Development Employed by: Allied Concrete Products

Home Phone No.: 434-981-2832 Business Phone No.: 434-981-2832

Fax No.: 888-786-6561 E-Mail Address: dbrown@alliedconcrete.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)?

See Attached

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?

See Attached

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

See Attached

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

ATTENDANCE REQUIREMENTS

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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

Appointment – Statement of Interest Form – Additional Sheet

Nelson County VA – Economic Development Committee

Deborah (Deb) L. Brown

May 16, 2016

RE: Additional notes to the official form

The Adobe form did not fill in the following properly, therefore this attachment.

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

Strong communication and negotiation skills.

Vast knowledge of construction and development with 25 years in the industry.

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

A desire to get involved with my community and a genuine interest in Nelson County attracting viable businesses that are in keeping with the county's rural and serene appeal. New businesses to create job opportunities, workforce development, and increase the county's revenue which in turn will support our infrastructure and services to enhance the experience of working and living in Nelson County.

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

- Virginia born and bred.
- Have been a Nelson County homeowner and resident in the North District in Afton since 1992.
- Member and Junior Warden of Grace Episcopal Church in Massies Mill.
- Member of the Nelson County Home Builders Association.
- Past member of the Oak Ridge Fox Hunt Club.
- A frequent flyer at the Nelson County Farmer's Market.
- Support local economy, businesses, and contractors.

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

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Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336 Lovingston, VA 22949

or fax to (434) 263-7004

Date: 25 May 2016

Mr. Mrs. Ms.

Name: Mark L. Stapleton

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

1. NC Economic Development Authority
2. Piedmont Workforce Network Board
3. NC Social Services Board

Home Address:

1919 Black Walnut Dr.
Nellysford, VA 22958

Occupation: Consultant/Retired Employed by: Self

Home Phone No: 434 361-1182 Business Phone No.: 703 498-1027

Fax No.: n/a E-Mail Address: mstapleton@cyberwind.net

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): n/a

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

Large scale P&L business unit management, Business Development, Logistics and Maintenance, Government Contracting, Planning, City Management, training, emergency operations, workforce management, retired military, presenting, volunteer management

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?

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

LinkedIn Profile: https://www.linkedin.com/in/marklstapleton?trk=nav_responsive_tab_profile

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

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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

NC Library Advisory Committee

Candy McGarry

From: Audrey Evans <bossmare1955@gmail.com>
Sent: Tuesday, May 24, 2016 6:46 PM
To: Candy McGarry
Subject: Re: NC Library Advisory Committee

Yes, I'll stay on the committee. Thanks for asking!

On Tue, May 24, 2016 at 3:54 PM, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

Good Afternoon,

I am writing to let you know that your current term on the Library Advisory Committee expires this month and to ask if you would like to be reappointed for another 4 year term. Please let me know at your earliest convenience, thank you!

Candy

Candy McGarry

Nelson County Administrator's Office

Administrative Assistant/Deputy Clerk

PH: [\(434\) 263-7002](tel:4342637002) Fax: [\(434\) 263-7004](tel:4342637004)

NC Service Authority Board

5/31/16

To: Larry Saunders
Re: Service Authority -

Larry,

Because of my health problem, I do not feel that I can continue as a member of the Service Authority. It has been a real privilege to be a part of that group and I sincerely appreciate the opportunity.

The staff has been very cooperative and very competent - an excellent working group -

Ed Fothgeb

Candy McGarry

From: Jennifer Fitzgerald <jfitzgerald@nelsoncountyserviceauthority.com>
Sent: Tuesday, May 24, 2016 4:15 PM
To: Candy McGarry
Subject: RE: Board Seats up for Reappointment

Hello Candy,
I spoke with Mr. Hight and he said yes he would like to be reappointed. I spoke with Mr. Rothgeb and he said he would be forwarding a letter to you in reference to this request.
Thank you,
Jennifer

*Jennifer Tyree Fitzgerald
Office Manager
Nelson County Service Authority
P O Box 249
Lovingston, VA 22949
Direct #: (434) 263-5341 ext. 110
Fax #: (434) 263-8589*

From: Candy McGarry [mailto:CMcGarry@nelsoncounty.org]
Sent: Tuesday, May 24, 2016 3:57 PM
To: Jennifer Fitzgerald
Subject: Board Seats up for Reappointment

Hi Jennifer,

I am writing to ask if you would kindly contact Mr. Rothgeb and Mr. Hight to see if they would like to be reappointed and let me know. The Board will likely consider these at their June 14th meeting. Thank you!

Edward L. Rothgeb- **South District**
P.O. Box 98
Shipman, VA 22971
H: (434) 263-5272

July 1, 2012 - June 30, 2016

David S. Hight – **West District**
P.O. Box 5
Roseland, VA 22967
H: (434) 277-5351

July 1, 2012 - June 30, 2016

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

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Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336 Lovingston, VA 22949

or fax to (434) 263-7004

Date 5/23/2016

Mr. Mrs. Ms.

Name: Gary L. Sherwood

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

- 1. Nelson County Service Authority South District
- 2. _____
- 3. _____

Home Address: 10238 James River Road Shipman, VA 22971

Occupation: Retired Employed by: _____

Home Phone No.: 434-263-4613 Business Phone No.: 434-989-3662

Fax No.: _____ E-Mail Address: garing5@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)?

- My personal experience as a water board director in Texas for 20+ years, along with my 3 years on Nelson County Service Authority
- Working with consultants and fellow directors
- Setting and maintaining rates for taxes and services of water and sewer
- Working with budgets, which gives good insight into financial planning and government accounting procedures

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?

- My understanding that NCSA must operate under extreme geological and geographical conditions

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

- The time needed to get up to speed on current business of the NCSA will be greatly reduced due to my past experience and knowledge of water/wastewater operations.
- I am a community spirited individual.

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

ATTENDANCE REQUIREMENTS Section 2-153, Absences, Chapter 2, Administration, Article V.
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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

NC Social Services Board

Candy McGarry

From: Candy McGarry
Sent: Thursday, May 26, 2016 8:24 AM
To: 'Clifford Savell'
Subject: RE: NC Social Services Board

Mr. Savell,

You are correct – one can only serve two consecutive full terms; however your original appointment was to fulfill the unexpired term of your predecessor. Therefore, you are eligible for one more full term. Thank you for letting me know you no longer want to continue and on behalf of the Board of Supervisors, thank you for your dedicated service!

Yes, Allison is my sister-in-law; we are married to brothers.

Best,
Candy

From: Clifford Savell [mailto:amidechien@gmail.com]
Sent: Tuesday, May 24, 2016 5:32 PM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Subject: Re: NC Social Services Board

This has been my second term. I was under the impression one could only serve two consecutive terms?

But in any case, no. I am not interested in a third term. But i told connie brennan that i would continue until a successor was appointed.

Are you any relation to alison mcgarry, the admin at ncss?

On Tuesday, May 24, 2016, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

Good Afternoon,

I am writing to let you know that your current term on the Social Services Board expires this month and to ask if you would like to be reappointed for another 4 year term. Please let me know at your earliest convenience, thank you!

Candy

Candy McGarry

Nelson County Administrator's Office

Administrative Assistant/Deputy Clerk

PH: (434) 263-7002 Fax: (434) 263-7004

--

Sent from Cliffs Ipad

DARLENE SMITH
115 DEER RUN
NELLYSFORD, VIRGINIA 22958
PH: (434)361-1258

May 18, 2016

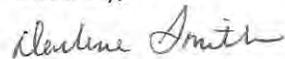
Nelson County Board of Supervisors
Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336
Lovingston, Virginia 22949

Dear Nelson County Board of Supervisors:

Please find enclosed my Nelson County Boards and Commissions Application Form. I am interested in serving on the Social Services Board. I believe with my education and extensive work experience in this field, I would be an added asset member to the board. I have knowledge of the programs, goals, and objectives of the Nelson County Social Services Department.

Thank you for considering my application for filling the Central District position. I look forward to serving on a board that makes a positive difference in dealing with social, economic, and health problems in the county.

Sincerely,



Darlene Smith

NELSON COUNTY BOARDS AND COMMISSIONS APPLICATION FORM

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Post Office Box 336
Lovingson, VA 22949

or fax to (434) 263-7004

Date 05-17-2016

Mr. _____ Mrs. Ms. _____

Name: Darlene Smith

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

1. Social Services Board
2. _____
3. _____

Home Address: 115 Deer Run, Nellysford, VA 22958

Occupation: self-employed Employed by: _____

Home Phone No.: 434-361-1258 Business Phone No.: 540-249-5291

Fax No.: 540-249-0241 E-Mail Address: bspaving@verizon.net

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)?

(SEE ATTACHMENT - 1)

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?

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

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

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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

Education and work experience related to the Social Services Department:

1. BSW Social Work Degree
2. Licensing Inspector for Adult Programs – independent decisions on compliance with licensing laws and regulations for the aged and disabled adults. Enforced compliance through inspections, evaluations, sanctions, investigating complaints, and allegations of abuse.
3. Eligibility Worker – knowledge of public assistance programs, policies, and regulations to effectively determine the eligibility in cases. (Food Stamps, TANF, and Medicaid)
4. Social Worker-carried a case load of many programs, such as: Foster Care, Adoption, Adult Services, Adult and Child Protective Services, Companion Services, Companion Providers, Day Care Services, and Day Care Providers. (Have experience in working almost every program at the Nelson DSS)
5. Experience in writing grants and maintaining a budget.
6. Completed numerous classes provided by the state related to the programs, policies, and regulations of this department.
7. A board member on the Community Policy and Management Team (CPMT) under CSA when it first initiated in this county.

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Attention: Stephen A. Carter, Clerk of Board
Post Office Box 336 Lovingston, VA 22949

or fax to (434) 263-7004

Date: 25 May 2016

Mr. Mrs. Ms.

Name: Mark L. Stapleton

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

1. NC Economic Development Authority
2. Piedmont Workforce Network Board
3. NC Social Services Board

Home Address:

1919 Black Walnut Dr.
Nellysford, VA 22958

Occupation: Consultant/Retired Employed by: Self

Home Phone No: 434 361-1182 Business Phone No.: 703 498-1027

Fax No.: n/a E-Mail Address: mstapleton@cyberwind.net

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): n/a

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

Large scale P&L business unit management, Business Development, Logistics and Maintenance, Government Contracting, Planning, City Management, training, emergency operations, workforce management, retired military, presenting, volunteer management

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?

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

LinkedIn Profile: https://www.linkedin.com/in/marklstapleton?trk=nav_responsive_tab_profile

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

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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

Piedmont Workforce Network Board

Candy McGarry

From: James Turpin <turkop@att.net>
Sent: Wednesday, May 25, 2016 10:07 AM
To: Candy McGarry
Subject: Re: Piedmont Workforce Network Board

Follow Up Flag: Follow up
Flag Status: Completed

CMc

Unfortunately my schedule does not permit me to continue to serve on the Workforce Board.

It has been a pleasure to represent the County.

Thanks.

JST

On Tuesday, May 24, 2016 4:29 PM, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

Good Afternoon,

I am writing to let you know that your current term on the Piedmont Workforce Network Board expires this month and to ask if you would like to be reappointed for another 3 year term. Please let me know at your earliest convenience, thank you!

Candy
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

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Post Office Box 336 Lovingston, VA 22949

or fax to (434) 263-7004

Date: 25 May 2016

Mr. Mrs. Ms.

Name: Mark L. Stapleton

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

1. NC Economic Development Authority
2. Piedmont Workforce Network Board
3. NC Social Services Board

Home Address:

1919 Black Walnut Dr.
Nellysford, VA 22958

Occupation: Consultant/Retired Employed by: Self

Home Phone No: 434 361-1182 Business Phone No.: 703 498-1027

Fax No.: n/a E-Mail Address: mstapleton@cyberwind.net

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): n/a

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

Large scale P&L business unit management, Business Development, Logistics and Maintenance, Government Contracting, Planning, City Management, training, emergency operations, workforce management, retired military, presenting, volunteer management

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?

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

LinkedIn Profile: https://www.linkedin.com/in/marklstapleton?trk=nav_responsive_tab_profile

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

NC Planning Commission

Candy McGarry

From: Mary Kathryn Allen <mkallen@vaems.org>
Sent: Tuesday, May 24, 2016 7:17 PM
To: Candy McGarry
Cc: koms@lynchburg.net
Subject: Re: Nelson County Planning Commission

Mrs. McGarry,

Yes I would like to be reappointed to the Nelson County Planning Commission for another term.

Thank you
Mary Kathryn

Sent from my iPhone

On May 24, 2016, at 4:33 PM, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

Good Afternoon,

I am writing to let you know that your current term on the Nelson County Planning Commission expires at the end of June and to ask if you would like to be reappointed for another 4 year term. Please let me know at your earliest convenience, thank you!

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

Candy McGarry

From: Sherry Harman <koms@lynchburg.net>
Sent: Wednesday, May 25, 2016 10:46 PM
To: Candy McGarry
Subject: Re: Nelson County Planning Commission

I would like to continue to serve on Nelson County Planning Commission for another term. Thank you for asking.

Michael Harman

--- CMcGarry@nelsoncounty.org wrote:

From: Candy McGarry <CMcGarry@nelsoncounty.org>
To: "mkallen@vaems.org" <mkallen@vaems.org>, "koms@lynchburg.net" <koms@lynchburg.net>
Subject: Nelson County Planning Commission
Date: Tue, 24 May 2016 20:32:53 +0000

Good Afternoon,

I am writing to let you know that your current term on the Nelson County Planning Commission expires at the end of June and to ask if you would like to be reappointed for another 4 year term. Please let me know at your earliest convenience, thank you!

Candy

Candy McGarry

Nelson County Administrator's Office

Administrative Assistant/Deputy Clerk

PH: (434) 263-7002 Fax: (434) 263-7004

Region Ten Community Services Board

Candy McGarry

From: Patricia Hughes <tricia047@gmail.com>
Sent: Tuesday, May 24, 2016 9:13 PM
To: Candy McGarry
Subject: Re: Region Ten Community Services Board

Follow Up Flag: Follow up
Flag Status: Completed

Yes, I would love to be appointed for another term. Thank you for kind consideration.

On Tuesday, May 24, 2016, Candy McGarry <CMcGarry@nelsoncounty.org> wrote:

Good Afternoon,

I am writing to let you know that your current term on the Region Ten Community Services Board expires at the end of June and to ask if you would like to be reappointed for another 3 year term. Please let me know at your earliest convenience, thank you!

Candy

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

Bernard L. McGinnis
P.O. Box 38
Shipman, Virginia 22971

RECEIVED
MAY 11 2016
COUNTY ADMINISTRATORS
OFFICE

Mr. Stephen A. Carter
County Administrator, Clerk of the Board of Supervisors
P.O. Box 336
Lovingston, VA 22949

RE: County of Nelson Lease- The McGinnis Building 30 Front Street Lovingston, Va 22949

Mr. Carter:

Please allow this letter to serve as notice that the current lease with Nelson County, expiring June 30, 2016 will not be renewed. The County may continue to lease the property on a month-to-month basis at the current lease rate. Either party may terminate with thirty days' written notice.

The property will be marketed for sale commencing July 1, 2016. The County will be given a one-time Right of First Refusal to match any bona fide, third party offer deemed acceptable to Seller. The County will have five (5) business days to respond with its intent to decline or exercise its Right of First Refusal. If the County exercises said right, conveyance of the property shall be under the same terms and conditions of the third party offer.

Please do not hesitate to call me at 434-263-5895 or email - bkmcgi@aol.com with any questions.

Sincerely,



Bernard L. McGinnis

McGinnis Building

80 Front St, Lovington

Deficiencies:

1: Severe settling on the Northeast and Southeast corners of building, settling has caused parapet wall to severe and pull away from roof structure 2.25". Settling has caused exit doors in rear of building to become out of adjustment and very hard to open. Cracks in bathroom sheetrock have been documented and growth of cracks are very apparent

2: Maintenance staff has unclogged 4" waste line from women's bathroom on several occasions from what's believed to be a settling issue also.

3: Building needs new roof and gutters as soon as possible, this was reported to landlord several years ago.

4: HVAC equipment has been a constant issue of break downs and repair. Technician/contractor has stated to county staff that he has told landlord units **need** to be replaced.

PMT



Department of Building Inspections
80 Front Street
P.O. Box 558
Lovingson, Virginia 22949

Inspection & Planning Office Building apparent conditions on May 23, 2016



Rear gutters moving away from building and leaking.



Condition of masonry CMU joint bonds and walls.



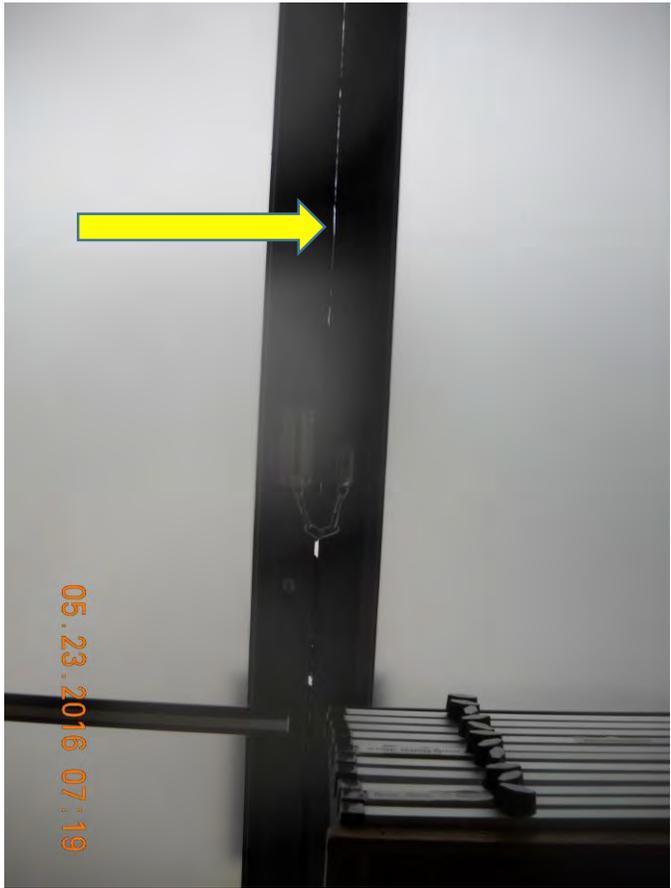
Condition of masonry CMU joint bonds and walls.



Condition of masonry CMU joint bonds and walls



Opening lacks caulking – vermin /insect entrance.



Door need sealing / weather-stripping for air leakage.



Parapet moving from roof.



Water damage from leak above doors



Rear door shows signs settlement binds at jam.



Appears small sink hole area adjoin rear sidewalk.

Entrance doors top clearance movement.



Area below this is the stream and bank.

**NOTICE OF PUBLIC HEARING
NELSON COUNTY BOARD OF SUPERVISORS
SPECIAL USE PERMIT #2016-01**

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §15.2-1427, the Nelson County Board of Supervisors hereby gives notice that a Public Hearing will be held at **7:00 p.m., June 14, 2016** in the General District Courtroom on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston for the following:

Special Use Permit #2016-01 – Ms. Elizabeth Jackson, Tax Map Parcel #7-A-25:

Consideration of a Special Use Permit (SUP) application made pursuant to Zoning Ordinance Article 5 (“Residential District R-1”), Section 5-1-2a (“Double-wide mobile home mounted on a permanent concrete or block foundation”). The SUP is a request to replace a former single-family dwelling, which was damaged in a structure fire, with a double-wide manufactured home. The subject property is a 2.0-acre parcel zoned Residential (R-1) and Agricultural (A-1) and is located in Afton at 1617 Avon Road.

Copies of the above files are available for review in the Office of the County Administrator 84 Courthouse Square, Lovingston and in the Dept. of Planning & Zoning office, 80 Front Street, Lovingston, Virginia M-F 9am to 5pm. Telephone inquiries may also be directed to the Dept. of Planning & Zoning, (434) 263-7090, or toll free at 888-662-9400, selections 4 and 1.

BY AUTHORITY OF THE NELSON COUNTY BOARD OF SUPERVISORS



To: Chair and Members, Nelson County Board of Supervisors
From: Tim Padalino | Planning & Zoning Director
Date: June 9, 2016
Subject: **Public Hearing for Special Use Permit #2016-01**
("Double-Wide Home in R-1" / Ms. Elizabeth Jackson)

Summary of Application(s)	
<u>Site Address / Location:</u>	1617 Avon Road / Afton / North District
<u>Tax Parcel(s):</u>	#7-A-25
<u>Parcel Size:</u>	2.0 acres
<u>Zoning:</u>	Residential (R-1) and Agricultural (A-1)
<u>Applicants:</u>	Ms. Elizabeth Jackson
<u>Request:</u>	Review and Approval of Special Use Permit #2016-01
<ul style="list-style-type: none">▪ <i>Application and SUP Fee Payment Received On: May 3, 2016</i><ul style="list-style-type: none">▪ <i>Note: Minor Site Plan was not submitted; instead, a request for a "Waiver of Requirements for a Site Plan" was prepared and submitted by the applicant pursuant to Z.O. 13-7-C. The request stated, "I Elizabeth Jackson [am] sending this waiver to let you know that I am only replacing the home that burned down on the 9th of February ... nothing is changing, I just want everything on one floor."</i>▪ <i>I have accepted this waiver relative to the criteria contained in Z.O. 13-7-C (specifically items 4 and 5). Therefore, the SUP application is considered complete and eligible for BOS review, public hearing, and action.</i>	

On May 3rd, the Department of Planning & Zoning received a Special Use Permit (SUP) application from Ms. Elizabeth Jackson (property owner). Specifically, SUP application #2015-18 requests approval to replace a former single-family dwelling (which was irreparably damaged in a fire) with a double-wide manufactured home. This application is being made pursuant to Zoning Ordinance Article 5 ("Residential District R-1"), Section 5-1-2a ("Double-wide mobile home mounted on a permanent concrete or block foundation").

Subject Property Location, Characteristics, and Current Use(s):

The subject property is a 2-acre parcel in Afton with frontage on Avon Road. It is further identified as Tax Map Parcel #7-A-25, which is zoned Residential (R-1) and Agricultural (A-1). The proposed location for the double-wide mobile home is in the R-1 District. *Please see the enclosed maps.*

As of February 2016, this 2.0 acre parcel contained two single-family dwellings, which were both permissible as “legal non-conforming uses.” After the fire in February, the property now contains one existing mobile home and the foundation of the damaged/destroyed single family detached dwelling.

The applicant proposes to replace the former single-family dwelling with a pre-fab double wide manufactured home.

With regards to the size of the property and number of dwellings, placing a second dwelling on this 2.0-acre parcel is permissible as a “continued non-conforming use,” since the replacement of the damaged dwelling is occurring within 12 months of the fire (as required pursuant to Z.O. 11-6-1).

However, with regards to the type of dwelling and the Residential (R-1) zoning district regulations, the replacement structure requires the issuance of a new SUP since it is a double-wide manufactured home in the R-1 District (as required pursuant to 5-1-2a).

Staff Evaluation:

Per Zoning Ordinance Article 12, Section 3-2, there are four criteria which must be evaluated when reviewing all requests for Special Use Permits, as listed below:

- A. The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate.***
- B. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property.***
- C. The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities.***
- D. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.***

Staff Recommendation(s):

The opinion of Staff is that the applicant’s request to replace the fire-destroyed dwelling with a double-wide mobile home seems to be acceptable relative to all four evaluation criteria (above) – contingent upon documented approval by the Department of Health that the proposed new double-wide mobile home is permitted to utilize the existing private septic system.

Therefore, contingent upon documented VDH issuance of a septic permit for this proposed new double-wide mobile home, I recommended that the Planning Commission recommend to the Board of Supervisors approval of SUP #2016-01.

Planning Commission Review and Recommendation(s):

On May 25th, the Planning Commission (PC) reviewed SUP #2016-01 and conducted a properly-advertised public hearing. After the public hearing, Commissioner Russell made a motion, with Commissioner Harman providing a second, to recommend approval of SUP #2016-01 subject to Health

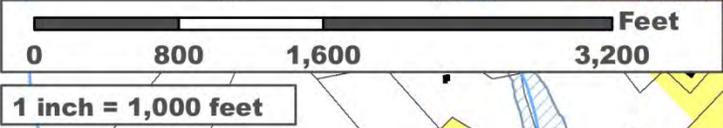
Department approval and subject to compliance with all setback requirements. The Commissioners voted unanimously to pass the motion.

Note: Mr. Tom Eick provided County staff with documentation that the existing sewage disposal system “appears to be adequately designed for the proposed use.” Please see the attached documentation from the Department of Health (dated June 7, 2016).

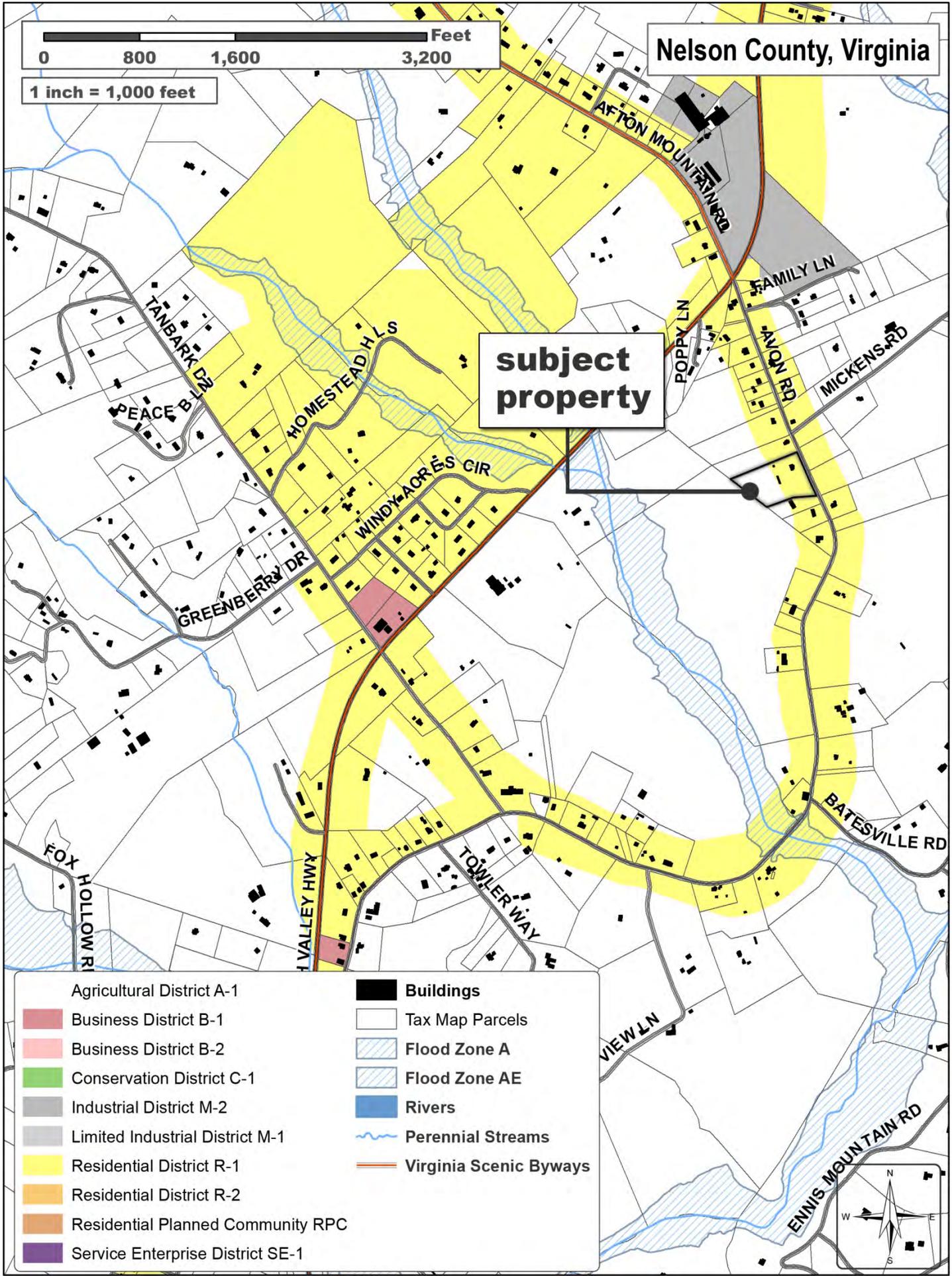
In conclusion, please contact me with any questions, concerns, or requests for assistance leading up to the June 14th Board of Supervisors public hearing for Special Use Permit #2016-01. Thank you very much for your time and attention to this application.



Nelson County, Virginia



subject property

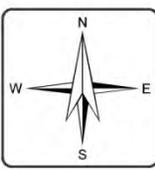


- | | |
|-----------------------------------|------------------------|
| Agricultural District A-1 | Buildings |
| Business District B-1 | Tax Map Parcels |
| Business District B-2 | Flood Zone A |
| Conservation District C-1 | Flood Zone AE |
| Industrial District M-2 | Rivers |
| Limited Industrial District M-1 | Perennial Streams |
| Residential District R-1 | Virginia Scenic Byways |
| Residential District R-2 | |
| Residential Planned Community RPC | |
| Service Enterprise District SE-1 | |

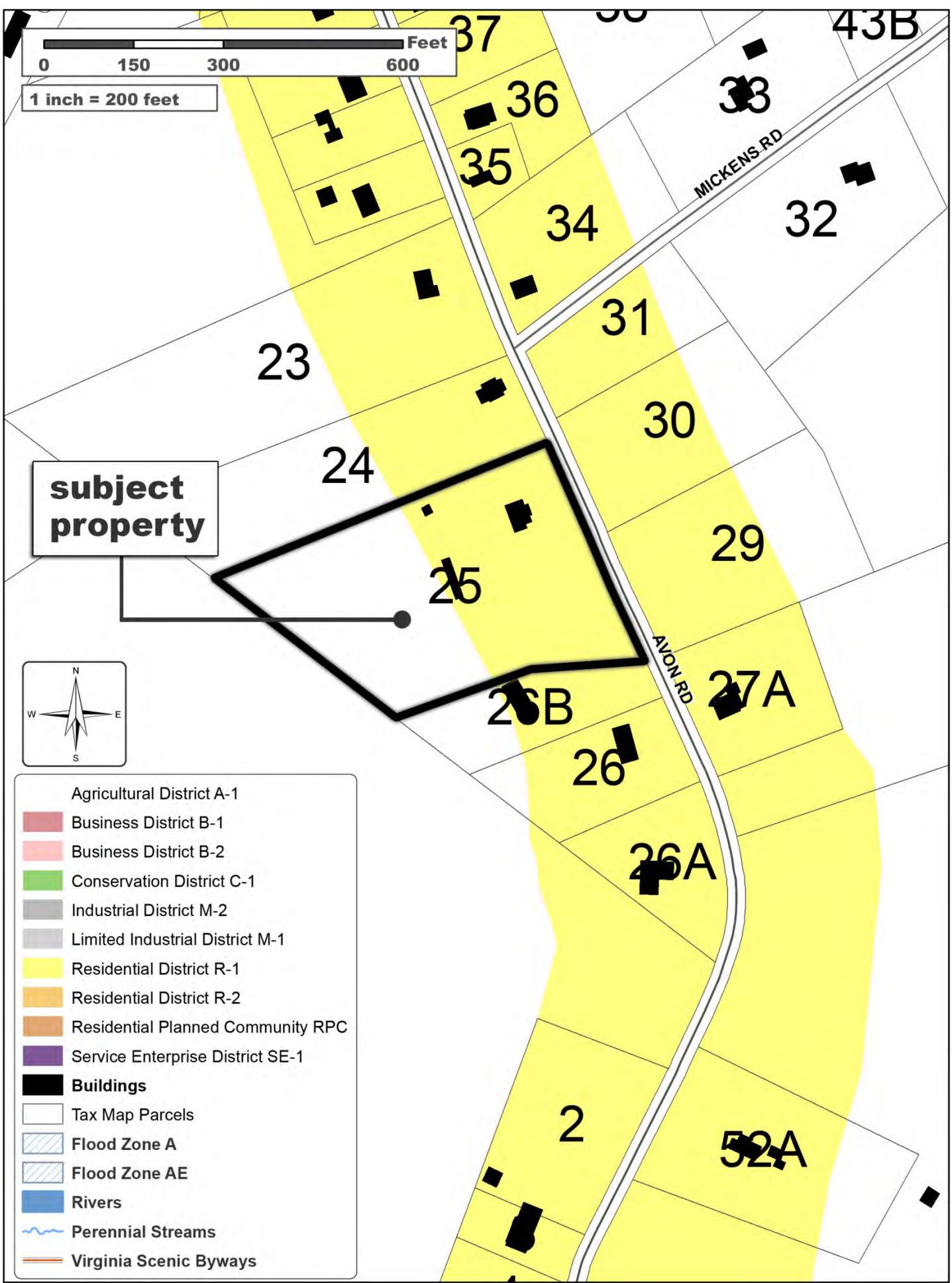


1 inch = 200 feet

subject property



- Agricultural District A-1
- Business District B-1
- Business District B-2
- Conservation District C-1
- Industrial District M-2
- Limited Industrial District M-1
- Residential District R-1
- Residential District R-2
- Residential Planned Community RPC
- Service Enterprise District SE-1
- Buildings**
- Tax Map Parcels
- Flood Zone A
- Flood Zone AE
- Rivers
- Perennial Streams
- Virginia Scenic Byways





1 inch = 100 feet

MICKENS RD

31

remaining dwelling

destroyed dwelling

30

24

AVON RD

25

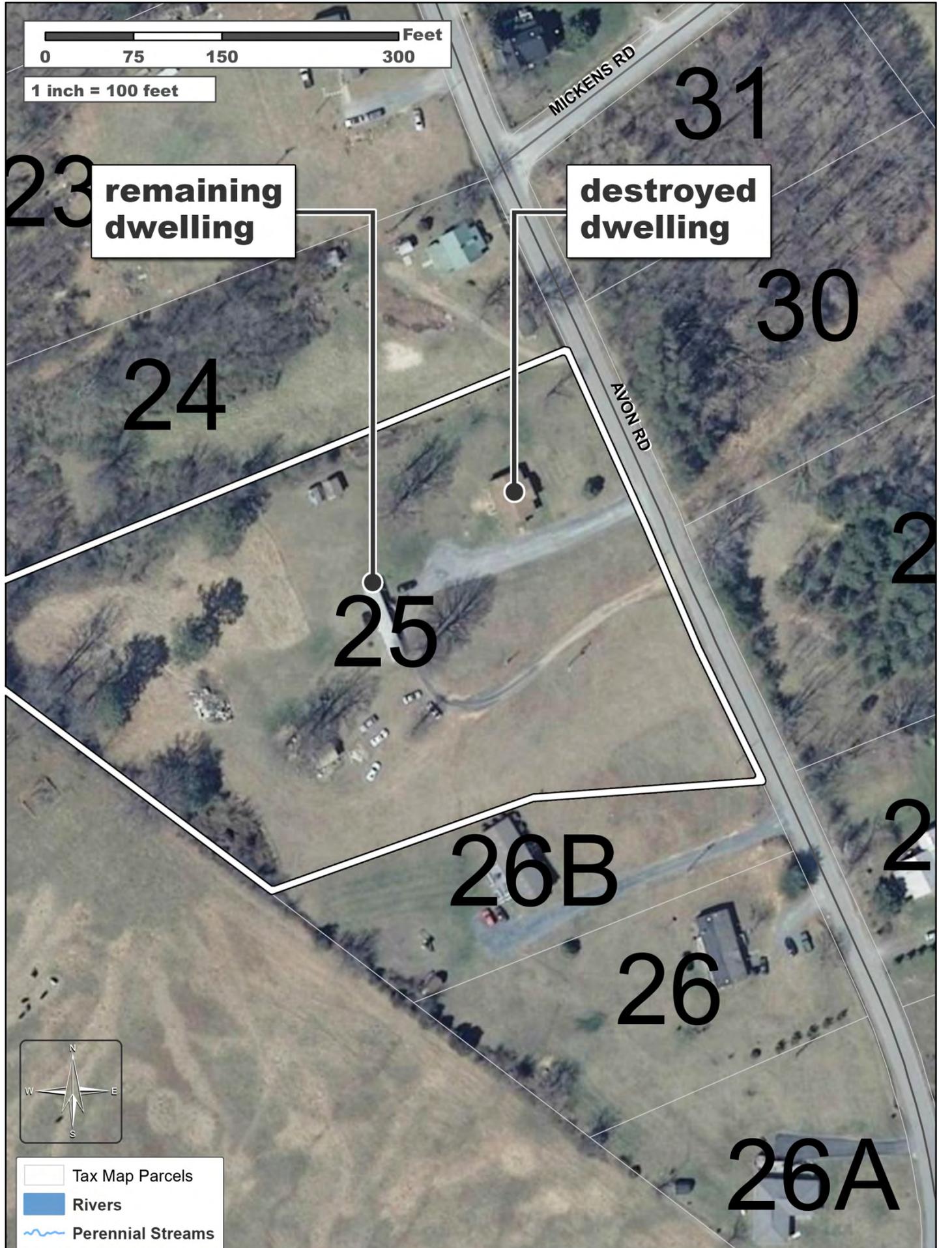
26B

26

26A



- Tax Map Parcels
- Rivers
- Perennial Streams





PERMIT APPLICATION:

Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: Special Use Permit # 2016-01
application type application number

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- | | |
|---|---|
| <input type="checkbox"/> Rezoning from _____ to _____ | <input type="checkbox"/> Conditional Rezoning from _____ to _____ |
| <input type="checkbox"/> Subdivision – Preliminary | <input type="checkbox"/> Site Plan – Preliminary (optional) |
| <input type="checkbox"/> Subdivision – Final | <input type="checkbox"/> Site Plan – Final |
| <input type="checkbox"/> Major Site Plan | <input checked="" type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Minor Site Plan | <input type="checkbox"/> Other: _____ |

- Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.
 Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

Reason(s) for request: Customer home burnt down
and Insurance will only cover enough
to install a Double Wide. (Manufactured
home)

(Please use reverse or attach additional sheet if more space is needed.)

2. Applicant(s) and Property Owner(s):

(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: Elizabeth Jackson
Mailing Address: 1617 Avon Rd, Afton VA 22920
Telephone # 434-962-1024 E-mail Address: MAZEV360@aol.com
Relationship (if applicable): _____

Applicant Property Owner Name: _____
Mailing Address: _____
Telephone # _____ E-mail Address: _____
Relationship (if applicable): _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)

3. Location and Characteristics of Subject Property:

a. Address of property (specific location, route numbers, street names, voting district, etc.):

1617 AVON Rd, AFTON VA 22920

b. Official tax map number: 7 A 25

c. Acreage of property: 2.0

d. Present use: Residence

e. Present zoning classification: R-1

f. Zoning classification of surrounding properties: R-1

4. Names of Adjacent Property Owners: STEVEN Sullivan,
Myra Wood

5. **Affidavit:** The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: Elizabeth Jackson Printed Name: Elizabeth Jackson

Signature: _____ Printed Name: _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

6. **Additional information:** *(Please attach separate sheet for additional details, explanations, etc.)*

7. **Please note:** In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

***** TO BE COMPLETED BY PLANNING & ZONING STAFF *****

o Completed application and fee (\$ 200.00) received on 5-3-16

o Hearing Notice published on May 12th & May 19th, 2016

o Planning Commission action: Date of Meeting / Hearing: May 25th, 2016

Recommendation: _____

o Board of Supervisors action: Date of Hearing: _____ Date of Decision: _____

Action: _____

Nelson County Planning & Zoning Department

(Mailing Address) P.O. Box 558, Lovingson, Virginia 22949 | *(Physical Address)* 80 Front Street, Lovingson, Virginia 22949

(Telephone Number) 434 263-7090 or Toll Free 888 662-9400, selections 4 & 1 | *(Fax Number)* 434 263-7086

<http://www.nelsoncounty-va.gov/departments/planning-zoning/>

Albemarle County
 PO Box 7546
 Charlottesville, VA 22906
 (434) 972-6259 - Office
 (434) 972-6221- Fax

VIRGINIA DEPARTMENT OF HEALTH
Thomas Jefferson Health District
ENVIRONMENTAL HEALTH SERVICES

Louisa County
 PO Box 336
 Louisa, VA 23093
 (540) 967-3707 - Office
 (540) 967-3733 - Fax

Fluvanna County
 PO Box 136
 Palmyra, VA 22963
 (434) 591-1965 - Office
 (434) 591-1961- Fax

Greene County
 PO Box 38
 Stanardsville, VA 22973
 (434) 985-2262 - Office
 (434) 985-4822 - Fax

Nelson County
 PO Box 98
 Lovingston, VA 22949
 (434) 263-4297 - Office
 (434) 263-4304 - Fax

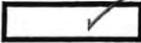
REQUEST FOR NEW CONSTRUCTION WITH EXISTING SEWAGE DISPOSAL

Golden Jackson

Applicant's Name <i>Elizabeth Jackson</i>				Agent's Name <i>Clayton Home's / Michael</i>			
Applicant's Address <i>Avon 1617 Afton Rde</i>				Agent's Address <i>4301 Seminole trail</i>			
City <i>Afton</i>	State <i>Va</i>	Zip <i>22920</i>	City <i>Leville</i>	State <i>VA</i>	Zip		
Home Phone:			Home Phone:				
Work Phone:			Work Phone: <i>434-973-1539</i>				
Cell Phone: <i>434-962-1024</i>			Cell Phone:				
PROPERTY INFORMATION							
Parcel:				Building/Zoning Permit Number:			
Subdivision	Section	Block	Lot	Proposed New Construction <i>HAS 3 BR + New w/ 3 BR</i>			
Directions to Property: <i>UNCOVER TANK - D-Box</i>							
PLEASE ANSWER THE FOLLOWING QUESTIONS							
						Circle One	
1.) Was your septic system installed and approved within the last 10 Years?				YES	<input checked="" type="radio"/>	NO	
2.) Does proposed addition or replacement come within 20' of the drain field or reserve area?				YES	<input type="radio"/>	NO <i>Not sure</i>	
3.) Does proposed addition or replacement come within 50' of your well?				<input checked="" type="radio"/>	YES	<input type="radio"/>	
4.) Are there wet spots in your yard, slow running drains, backups, or discolored spots in lawn?				YES	<input type="radio"/>	<input checked="" type="radio"/>	
By signing this statement you are requesting that the Environmental Health Specialist evaluate your system and are granting him/her permission to enter your property. If a site visit is needed, you may be required to uncover your septic tank and distribution box lids.							
<i>Elizabeth Jackson</i> Applicant/Agent Signature				<i>5-3-16</i> Date			

HEALTH DEPARTMENT USE ONLY

Site Visit WAS NOT made and existing water supply WAS NOT evaluated, unless otherwise noted under comments.



ADEQUATE DESIGN

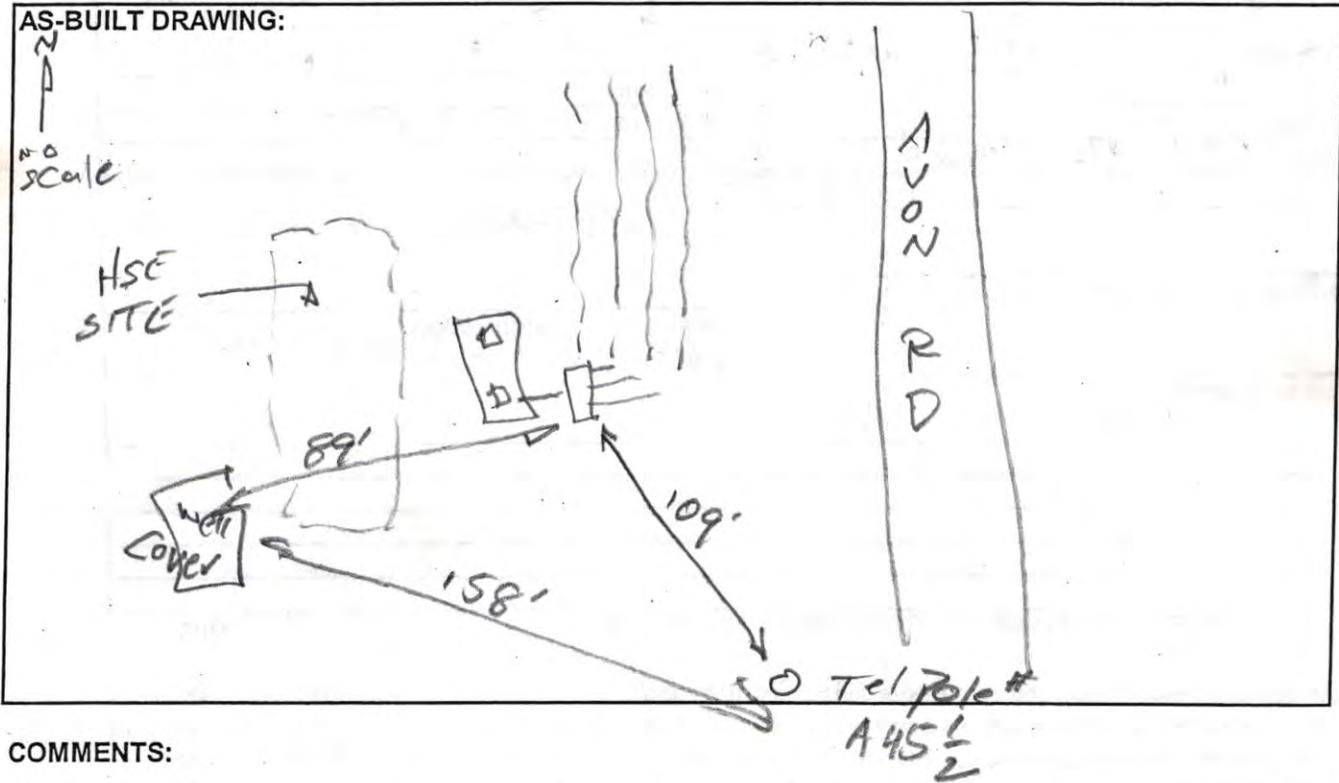
A review of our records indicate the existing sewage disposal system (SDS) and reserve area (where indicated) appears to be adequately designed for the proposed use. This does not imply that the existing SDS will continue to function properly for any minimum period. No conflicts were noted when the attached site plan (including footprint) was compared to those records. Exact locations may vary from records and it is suggested that the exact location of the SDS be confirmed before beginning construction.



INADEQUATE DESIGN

Existing SDS inadequate. Applicant must apply at the Health Department for a sewage disposal construction permit. Permit must be issued and a copy submitted to building inspections before Building/Zoning permit is issued.

AS-BUILT DRAWING:



COMMENTS:

ex'g 1000 gal septic tank w/ solids pumped out
 recommend installation of New inlet tee to replace
 original cast iron TEE
 Dist Box still competent 4 lines taking water
 10 gallons added


 Health Department Official

6-7-16
 Date