

March 30, 2021

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 1:00 p.m. in the Old Board of Supervisors Room located on the fourth floor of the Nelson County Courthouse, in Lovingston Virginia.

Present: Jesse N. Rutherford, East District Supervisor – Vice Chair
Ernie Q. Reed, Central District Supervisor – Chair
Thomas D. Harvey, North District Supervisor
J. David Parr, West District Supervisor
Robert G. “Skip” Barton, South District Supervisor
Stephen A. Carter, County Administrator
Grace Mawyer, Administrative Assistant/Deputy Clerk
Candice W. McGarry, Director of Finance and Human Resources
Susan Rorrer, Director of Information Systems

Absent: None

I. Call to Order

Mr. Reed called the meeting to order at 1:08 pm, with four (4) Supervisors present to establish a quorum with Mr. Barton joining the meeting shortly thereafter.

II. Fiscal Year 2021-2022 Budget Work Session

It was noted that the Board and Staff would be going over Capital Outlay and Agency requests today.

Mr. Rutherford asked about the Comprehensive Plan update, and Mr. Carter noted that Staff is putting that back in the budget, adding that amount is \$50,000. Mr. Carter also noted that updating the current plan is a lot different than rewriting the whole thing, and the Board will need to give their input on how they want to go forward. Mr. Reed suggested scheduling a work session with the Planning Commission after the budget is approved.

Ms. McGarry discussed the following recommended Capital Outlay items:

CAPITAL OUTLAY & NON-RECURRING EXPENSES

Staff proposes to use \$1,210,782 in FY21 Carryover funds and \$341,460 in recurring FY22 funds to cover capital outlay expenditures.

| FY22 Capital Outlay & Non-Recurring Expenses (including staff changes): | | | |
|--|------------------------------|------------------|-----------------|
| <u>FY21 Amended Budget</u> | <u>FY22 Estimated Budget</u> | <u>\$ Change</u> | <u>% Change</u> |
| \$1,388,255 | \$1,552,242 | \$163,987 | 11.81% |

FY22 Recommended Capital Outlay includes:

- UPS Battery Replacement \$22,000 (Uninterruptable Power Supply)
- E911 NICE Call Recorder Upgrade \$35,000 – Ms. McGarry advised that this is pertaining to the recorder in the CAD system.
- 911 ECC UPS Replacement \$47,000
- Firewall Upgrade \$4,500
- McGinnis Building Structural Repairs \$114,000 – Mr. Carter noted that the southeast corner is sinking, and the northeast wall has structural cracking. He added that the wall is separating from the structure, and according to Maintenance Supervisor Paul Truslow, it has the potential to collapse.
- McGinnis Building HVAC Replacement \$22,500
- Elementary Schools Study \$50,000 – It was noted that this is studying consolidation. Mr. Barton asked if the School Board is supporting this study. Mr. Harvey noted that the cost per student is going up as well as the cost of operating the school system. He added we are losing enrollment, budgets are not getting cut, and this would save a lot of money. Mr. Barton emphasized that the value of having two schools and having a smaller community outweighs any possible financial benefit that could be gained from having one school. Mr. Parr advised that the conversation today is not about whether the Board should or shouldn't, but rather, the conversation today is concerning whether they want to be educated on whether they should or shouldn't, which requires a study. Mr. Rutherford referred to a two by two meeting with the School Board and noted he does not believe the School Board is extremely hostile to this concept. Mr. Reed noted that this study is only a piece of the puzzle, but it is a piece that the Board needs to have.
- Electronic Poll-book Replacement \$33,733
- Tye River Bridge Deck Repair (Blue Ridge Railway Trail) \$30,000
- ECC Carpet Replacement \$21,225 (carried over from FY21)
- Sturt Park Development \$73,420 (Previously budgeted in Non-departmental) – It was noted that this is the balance of the timbering funds from the property.
- 4 Sheriff's Vehicles and Equipment \$206,800 – It was noted that Sheriff Hill based the pricing off of the SUVs that they got this fiscal year. Mr. Carter suggested the possibility of rolling this amount into

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the contingency and seeing if this new American Rescue Plan money might cover some or all of these vehicles. The Board was agreeable to this.

- EMS Vehicles \$191,008 Balance of Montebello VFD Tanker
- Business Park Study \$50,000
- Recreation Center Study \$30,000
- Radio Subscriber Upgrade – County Only \$582,481 – It was noted that these radios are for police, fire, rescue, and County Staff. Ms. Rorrer advised that they are out of support, and Motorola has offered a significant discount for trading the old radios for the replacement radios. She added that the discount is available until July 31st. It was suggested that this could be moved into contingency and Staff could wait for more guidance about the American Rescue Plan. Ms. McGarry noted that there is also a lease option, and the discount would still be available.
- Radio Subscriber Upgrade Installation – County Only \$23,575
- Buck’s Elbow Tower Equipment Replacement \$ 15,000 (carried over from FY21)

Ms. McGarry then listed items that were requested but not included:

- Sheriff’s Office: Requested Cellbrite Software for downloading information off of confiscated computers and cell phones - \$16,000 (Staff believes they can use Asset Forfeiture funds for this)
- Building Inspections: Requested that their vehicles be retrofitted with built-in cell service capabilities - \$8,250 (Staff felt this was not very feasible right now due to the coverage in the county)
- Parks and Recreation: Requested boom axe for trail maintenance - \$100,000 (Staff is looking into renting this a couple times per year)
- Parks and Recreation: Requested two vehicles (pickup truck and small SUV) - \$49,000 (It was noted that Maintenance has requested two new trucks, which could be purchased this year, and the old trucks could be moved to Parks and Rec)
- Maintenance: Requested a new dump truck - \$64,000 (It was noted that the current dump truck is a 1987 model, and this is something that could be considered in the future)

It was noted that the Comprehensive Plan was put back into the budget, and the Sheriff’s vehicles and equipment (\$206,800) were moved to contingency. The radio subscriber upgrade funds were also moved to contingency.

Mr. Parr noted that he has talked with the Treasurer and believes that a drop box for payments would make sense, especially in Covid times. He advised that it is estimated to be around \$2,000, and he would like to see it added. He added that he has talked with the deputies at the front desk about where a good visible location for the drop box could be, and they feel the best area is straight out front at the circular driveway. Mr. Reed noted that this is a perfect use for CARES Act/Covid money.

Mr. Rutherford noted that several years ago, the Board discussed a software system with which people could log in to a portal and see what they owe and pay online. He noted that this could also be a CARES

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Act item and would like to add it to the list. Mr. Carter noted that when this was looked at a few years ago, the Commissioner's Office and Treasurer's Office did not want to transition to a new platform.

The Board then reviewed the following Agency requests:

| Agency | FY17 Funding | FY18 Funding | FY19 Funding | FY20 Funding | FY21 Funding | FY22 Request | \$ Incr/Decr From FY21 | % Chg From FY21 | Recommended \$ Chg From FY22 Request | Total FY22 Recommended | % of FY22 Request | % of FY21 Funding |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------------|-----------------------|--|---------------------------|----------------------|-------------------------|
| Local EMS Council | \$475,980 | \$454,829 | \$470,322 | \$450,489 | \$450,489 | \$411,485 | -\$39,004 | -8.7% | | \$411,485 | 100.0% | 91.3% |
| Health Department | \$244,979 | \$248,979 | \$248,979 | \$248,979 | \$291,644 | \$307,274 | \$15,630 | 5.4% | | \$307,274 | 100.0% | 105.4% |
| Region 10 Community Services Board | \$98,586 | \$100,586 | \$100,586 | \$100,586 | \$100,586 | \$163,662 | \$63,076 | 62.7% | | \$163,662 | 100.0% | 162.7% |
| PVCC | \$2,442 | \$14,817 | \$14,918 | \$14,787 | \$1,760 | \$2,393 | \$633 | 36.0% | | \$2,393 | 100.0% | 136.0% |
| Th. Jefferson Soil & Water | \$33,075 | \$33,075 | \$33,075 | \$33,075 | \$33,075 | \$33,075 | \$0 | 0.0% | | \$33,075 | 100.0% | 100.0% |
| Extension Service | \$53,368 | \$58,585 | \$58,473 | \$59,267 | \$70,584 | \$71,600 | \$1,016 | 1.4% | | \$71,600 | 100.0% | 101.4% |
| Th. Jefferson Planning Dist. Commission | \$17,741 | \$17,596 | \$17,435 | \$17,435 | \$17,435 | \$17,425 | -\$10 | -0.1% | | \$17,425 | 100.0% | 99.9% |
| Regional Library | \$285,963 | \$293,545 | \$293,545 | \$301,808 | \$301,808 | \$341,999 | \$40,191 | 13.3% | | \$341,999 | 100.0% | 113.3% |
| TJEMS Council | \$19,629 | \$19,629 | \$19,629 | \$10,000 | \$10,000 | \$10,000 | \$0 | 0.0% | | \$10,000 | 100.0% | 100.0% |
| JABA | \$96,500 | \$98,000 | \$101,500 | \$101,500 | \$101,500 | \$101,500 | \$0 | 0.0% | | \$101,500 | 100.0% | 100.0% |
| JAUNT | \$66,176 | \$67,176 | \$67,176 | \$67,176 | \$67,176 | \$67,176 | \$0 | 0.0% | | \$67,176 | 100.0% | 100.0% |
| MACAA | \$31,410 | \$31,410 | \$31,410 | \$31,410 | \$31,410 | \$36,094 | \$4,684 | 14.9% | (\$4,684) | \$31,410 | 87.0% | 100.0% |
| Shelter for Help | \$8,160 | \$8,320 | \$8,160 | \$8,160 | \$8,160 | \$8,160 | \$0 | 0.0% | | \$8,160 | 100.0% | 100.0% |
| Sexual Assault Resource Agency | \$900 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | -\$1,000 | -100.0% | | \$0 | 100.0% | 0.0% |
| Foothills Child Advocacy Center | | | | | | \$4,000 | \$4,000 | 100.0% | (\$4,000) | \$0 | 0.0% | 0.0% |
| OAR/Community Corrections | \$4,852 | \$5,602 | \$5,602 | \$5,602 | \$5,602 | \$8,129 | \$2,527 | 45.1% | (\$2,527) | \$5,602 | 68.9% | 100.0% |
| VA Career Works-Piedmont Region | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,219 | \$2,219 | 100.0% | (\$2,219) | \$0 | 0.0% | 0.0% |
| NC Economic Development Authority | \$3,100 | \$3,100 | \$3,100 | \$3,100 | \$3,100 | \$3,100 | \$0 | 0.0% | | \$3,100 | 100.0% | 100.0% |
| Central VA Economic Dev. Partnership | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$0 | 0.0% | | \$10,000 | 100.0% | 100.0% |
| NC Community Development Foundation | \$55,729 | \$55,729 | \$55,729 | \$55,729 | \$55,729 | \$55,729 | \$0 | 0.0% | | \$55,729 | 100.0% | 100.0% |
| Community Investment Collaborative | \$5,000 | \$5,000 | \$5,000 | \$4,000 | \$4,000 | \$7,500 | \$3,500 | 87.5% | (\$3,500) | \$4,000 | 53.3% | 100.0% |
| CASA | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$3,500 | \$0 | 0.0% | | \$3,500 | 100.0% | 100.0% |
| Gladstone Senior Center Meals | \$8,254 | \$8,254 | \$8,254 | \$8,254 | \$8,254 | \$9,000 | \$746 | 9.0% | (\$746) | \$8,254 | 91.7% | 100.0% |
| Rockfish Senior Center Meals | \$8,367 | \$12,367 | \$12,367 | \$12,367 | \$12,367 | | -\$12,367 | -100.0% | | \$0 | 0.0% | 0.0% |
| Schuyler Senior Center Meals | \$5,544 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0.0% | | \$0 | 0.0% | 0.0% |
| Va. Institute of Government | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$0 | 0.0% | | \$1,000 | 100.0% | 100.0% |
| Wintergreen Performing Arts | \$10,000 | \$9,000 | \$9,000 | \$9,000 | \$9,000 | \$9,000 | \$0 | 0.0% | | \$9,000 | 100.0% | 100.0% |
| Habitat for Humanity- Piedmont Region | | | | | \$0 | \$2,000 | \$2,000 | 100.0% | (\$2,000) | \$0 | 0.0% | 0.0% |
| Humane Society of Nelson County | \$5,000 | \$7,500 | \$7,500 | \$7,500 | \$7,500 | | -\$7,500 | -100.0% | | \$0 | 0.0% | 0.0% |
| TOTALS | \$1,573,319 | \$1,586,663 | \$1,605,324 | \$1,583,788 | \$1,624,742 | \$1,705,084 | \$80,342 | 4.9% | (\$19,676) | \$1,685,408 | 98.8% | 103.7% |

Local EMS Council:

It was noted that the Local EMS Council's FY22 request of \$411,485 was proposed to be fully funded by Staff, and they had a decrease in expenditures, so that is why they requested less than in FY21. Ms. McGarry noted that the request is based on actual expenditures of the previous fiscal year.

Region Ten Community Services Board:

Region Ten requested a FY22 funding amount of \$163,662, a \$63,076 increase from FY21. Staff proposed to level fund this board, making the FY22 funding amount \$100,586.

Regional Library:

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It was noted that their FY22 request of \$341,999 is an increase of \$40,191, which covers an additional full-time position that they are requesting. Staff proposed to fund this request.

MACAA:

It was noted that their FY22 request of \$36,410 is an increase of \$4,684, and Staff proposed to level fund this agency, making the FY22 funding amount \$31,410.

Foothills Child Advocacy Center:

It was noted that this is a new agency request of \$4,000. Ms. McGarry noted that Staff backed this out because the policy has been to not fund new requests. Mr. Reed noted that this agency has been serving Nelson County for 16 years and has never requested funding before, adding that they are providing needed services for foster kids. Mr. Carter noted that this decision is up to the Board and added that these services are also provided by DSS and Victim Witness. Mr. Reed urged that he would like to see this funded. Mr. Harvey suggested funding them the \$1,000 that was not requested by the Sexual Assault Resource Agency this year. Mr. Rutherford noted that he would like to see what other surrounding counties are funding this agency. Staff advised they would try to get this information. Mr. Rutherford suggested funding \$1,000 for now and seeing what other localities are doing. Mr. Reed agreed.

OAR/Community Corrections:

It was noted that their FY22 request of \$8,129 is an increase of \$2,527, and Staff proposed to level fund this agency, making the FY22 funding amount \$5,602.

VA Career Works-Piedmont Region:

It was noted that this is a new agency request of \$2,219, and Staff proposed to not fund this because it is a new request.

Community Investment Collaborative:

It was noted that their FY22 request of \$7,500 is an increase of \$3,500, and Staff proposed to level fund this agency, making the FY22 funding amount \$4,000.

Gladstone Senior Center Meals:

It was noted that their FY22 request of \$9,000 is an increase of \$746, and Staff proposed to level fund this agency, making the FY22 funding amount \$8,254.

Rockfish Senior Center Meals:

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It was noted that they did submit a FY22 funding request for \$12,367, which is the same amount as FY21. Ms. McGarry advised that they did not provide any financial reconciliation with their request. Mr. Harvey asked if Staff could check on this, adding he would like to see their expenses.

Habitat for Humanity-Piedmont Region:

It was noted that their FY22 funding request is for \$2,000, and Staff did not propose to fund this because it is a new request. Mr. Rutherford noted this organization has changed and is not even local anymore, and he suggested not supporting them until the Board and Staff have a better understanding of their goals and what they are doing in Nelson.

Mr. Reed referred to the Health Department and asked if it is possible to get information about demographics of the people that they serve, adding that this information could assist with answering the question of where the best location for the department could be. Mr. Carter advised that he would try to find out this information.

III. Other Business (As May Be Presented)

Staff proposed May 11th as the date for the budget adoption and appropriation and May 4th as the date for the budget public hearing.

IV. Adjourn

At 3:05 PM, Mr. Rutherford moved to adjourn and continue the meeting until Thursday, April 1, 2021 at 1:00 PM and Mr. Parr seconded the motion. There being no further discussion, Supervisors voted unanimously by voice vote to approve the motion and the meeting adjourned.