

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY
GOVERNMENT CENTER ON MARCH 7, 2013 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIRPERSON
SUPERVISOR ERNEST L. BLOUNT, VICE-CHAIR
SUPERVISOR JUDY S. LYTTLE
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. WILLIAM HEFTY, COUNTY ATTORNEY
MS. TERRI E. HALE, DIRECTOR OF FINANCE
MS. RHONDA R. MACK, DIRECTOR OF PLANNING
MRS. DEBBIE NEE, COMMISSIONER OF THE REVENUE
SHERIFF ALVIN W. CLAYTON, SR.
MRS. VALERIE PIERCE, DIRECTOR, SURRY SOCIAL SERVICES
MRS. SOPHENIA PIERCE, DIRECTOR, OFFICE ON YOUTH
MR. STACEY WILLIAMS, BUILDING OFFICIAL
MRS. BILLIE JEAN ELMER, UNIT DIRECTOR, VCE

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance.

CONSENT ITEMS

1. Approval of February 7, 2013 Minutes, Board of Supervisors
2. Approval of March 2013 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$74,103.64	\$125,210.85	\$199,314.49
Debt Service	\$0.00	\$0.00	\$0.00
Capital	\$5,054.25	\$4,873.70	\$9,927.95
Water & Sewer	\$13,245.16	\$12,895.00	\$26,140.16
CSA	\$0.00	\$4,610.00	\$4,610.00
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Econ. Dev. Expense	\$0.00	\$3,187.50	\$3,187.50
Totals	\$92,403.05	\$150,777.05	\$243,180.10

3. Appropriation Requests:

School System - March 2013	Instruction	\$840,000.00
	Admin./Health	\$75,000.00
	Pupil Transp.	\$65,000.00
	Operation/Maint.	\$130,000.00
	Food Serv.	\$35,000.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$40,000.00
	Total	\$1,185,000.00
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Dept. of Social Serv. - March 2013		\$150,000.00

4. Supplemental Appropriation – Parks & Recreation \$3,916.85

Prior to the vote, Supervisor Wooden stated, as required by Section 2.2-3115(I) of the Code of Virginia, that he is a teacher employed by the School Board, that he is therefore a member of a group affected by the vote on the school appropriation, and that he is able to participate in the vote on the school appropriation fairly, objectively and in the public interest.

Supervisor Lyttle made a motion that the Board approve the Consent Items as enumerated; Supervisor Blount seconded the motion. Supervisors Lyttle, Blount, Wooden, Seward and Holmes voted affirmatively to approve the motion.

PROGRESS REPORTS

1. VDOT

No representatives from VDOT were in attendance.

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mary H. Shaw, Treasurer, which stated that as of February 7, 2013 the County had \$21,324,023.26 in the LGIP Fund. Since that report, accrued interest for January 2012 in the amount of \$2,771.94 had increased that balance to \$21,326,795.20. Since the February 7, 2013 report, \$1,500,000.00 was transferred from the LGIP to the general fund leaving a balance of \$19,826,795.20. As of March 7, 2013 the county had \$20,332,953.86 in total investments, including one CD valued at \$506,158.66 which matures January 18, 2014.

3. County Administration

Mr. Franklin invited Mrs. Billie Jean Elmer, Unit Director for Virginia Cooperative Extension, to introduce a new employee, Mr. Tommy Britt, FNP Program Assistant, to the members of the Board. Mrs. Elmer reported that the Cooperative Extension office is now fully staffed.

A. Senior Resolution, Mrs. Irene Cypress

Mr. Franklin provided the Board with information relevant to Resolution 2013-05 recognizing Mrs. Irene Elizabeth McMillan Cypress, a resident of Surry County who has obtained the age of 90 years.

Supervisor Blount made a motion that the Board approve Resolution 2013-05 as presented. Supervisor Lyttle seconded the motion; the motion passed with unanimous approval.

B. Resolution 2013-06, Mr. Paulin Cheatham

Mr. Franklin provided the Board with information relevant to Resolution 2013-06 recognizing Mr. Paulin Cheatham for his years of service to Surry County through his participation on the Surry County Planning Commission and the Surry County Wetlands Board. Mr. Cheatham was present and, following the reading of the resolution, was personally presented with a framed original of the resolution by the Chairman of the Board, Mr. John M. Seward.

Supervisor Holmes made a motion that the Board approve Resolution 2013-06 as presented. The motion was seconded by Supervisor Wooden and unanimously approved.

C. Presentation: Director of Finance

Ms. Terri Hale, Director of Finance and Information Technology addressed the Board to provide a year-to-date report on FY 12-13 as well as to facilitate discussion regarding the fiscal climate for the upcoming FY 13-14 budgeting process. ***(A copy of Ms. Hale's presentation is attached as an integral component of these minutes.)***

Chairman Seward advised the Board that the Fiscal Affairs Committee had met recently and reported on their recommendations going in to the budgeting process.

D. General Reassessment Agreement

Mr. Franklin introduced Mr. Harold Wingate of Wingate Appraisal Service. Mr. Wingate advised that he and his staff had been tracking land sales in the county during the period of time between assessments and had determined that inequities existed in the

amount of taxes paid. He further informed that the purpose of an assessment was not to raise revenues, but to equalize the tax burden on landowners. Mr. Bill Hefty advised that the state code required an assessment every six years and that this was the fourth year since the county's last assessment.

Following further discussion, the Board agreed to continue discussion of the matter to their April 4, 2013 meeting.

E. Update on VDHCD Grant Opportunity – Wastewater System Expansion

Ms. Rhonda Mack, Director of Planning and Community Development, addressed the Board with information relative to the County's Comprehensive Improvement Grant Application through the Virginia Department of Housing and Community Development (VDHCD). The proposed project would expand the existing wastewater treatment plant from 65,000 gallons per day (GPD) to 130,000 GPD. Staff is currently undertaking activities necessary to the successful application for grant funding to include two public hearings. The first public hearing will be held on Wednesday, March 6, 2013 at 7:00 pm in the Juvenile & Domestic Relations Courtroom of the Surry County Government Center. Ms. Mack further informed that no action was needed from the Board at this time.

At the request of Supervisor Holmes, Ms. Mack also provided information regarding progress of the County's broadband project. She stated that the project was expected to be completed by August of 2013. Staff is anticipating a response from the grantor with regard to contract amendments which would replace three smaller wireless towers with one larger tower. The larger tower would result in a cost savings for the County as E-911 equipment could be re-located on the larger tower. Mid-Atlantic Broadband Cooperative (MBC), one of the County's partners in the overall project, may be ready to solicit subscribers as early as June 2013.

F. Request for Public Hearing – Abandonment of Portion of Swann's Point Road

Ms. Mack reported that, following the action of the Board at their February 7, 2013 meeting to advertise with regard to a request for the partial abandonment of Swann's Point Road, staff had received two requests for a public hearing on the matter. Ms. Mack, therefore, asked that the Board schedule a public hearing during their April 4, 2013 meeting.

Supervisor Lyttle made a motion that the Board schedule a public hearing for 7:00 pm on Thursday, April 4, 2013 as requested. The

motion was seconded by Supervisor Wooden. All members present voted in favor of the motion.

G. Resolution 2013-07: Surry County Clean-Up Month

Supervisor Holmes made a motion that the Board approve Resolution 2013-07 designating April 2013 as "Surry County Clean-Up Month. The motion was seconded by Supervisor Blount; all present voted affirmatively.

H. Appointment – Parks & Recreation

Supervisor Wooden made a motion that Ms. Linda Clayton (Claremont District) be appointed to the Parks and Recreation Advisory Commission for a term beginning November 1, 2012 and ending on October 31, 2013. Supervisor Blount seconded the motion; Supervisors Seward, Blount, Lyttle, Holmes and Wooden voted affirmatively.

No recommendation was made to fill the Member-At-Large position representing the middle school.

I. Appointment – Wetlands Board

Supervisor Holmes made a motion that the Board appoint Mr. Kevin Monahan (Carsley District) to the Wetlands Board for a term beginning January 13, 2013 and ending January 12, 2017. The motion was seconded by Supervisor Lyttle and unanimously approved.

No recommendation was made to fill the unexpired term of Mr. Paulin Cheatham (Surry District).

J. Appointment – Planning Commission

Supervisor Blount made a motion that the Board appoint Mr. Steve Berryman (Surry District) to the Surry County Planning Commission to fill the unexpired term of Mr. Paulin Cheatham which will end on February 27, 2015. The motion was seconded by Supervisor Holmes and met with unanimous approval.

K. Appointment – Highway Transportation Safety Commission

Supervisor Wooden made a motion that the Board re-appoint Sheriff Alvin Clayton (Claremont District) to the Highway Transportation Safety Commission for a term beginning April 1, 2013 through March 30, 2017. Supervisor Holmes seconded the motion; Supervisors Seward, Lyttle, Blount, Wooden and Holmes voted affirmatively.

L. Appointment – John Tyler ASAP Policy board

Agenda item was tabled for reconsideration at the April 4, 2013 Board of Supervisors meeting.

M. Continuation of Board of Supervisors Meeting

Mr. Franklin informed the Board that staff have identified Thursday, March 21, 2013 as the preferred date for the Surry County School Board to present their FY 13-14 adopted budget to the Board of Supervisors. Upon conclusion of the March 7, 2013 meeting, Mr. Franklin recommended that the Board elect to continue their meeting to Thursday, March 21, 2013 at 6:00pm.

UNFINISHED BUSINESS

Supervisor Lyttle reported that some of her constituents have commented positively on progress being made with regard to the third manned waste collection site on Mantura Road.

NEW BUSINESS

None.

CITIZENS COMMENTS

Mrs. Helen Eggleston (Dendron District) addressed the Board with regard to the need for a Resource Officer in the schools.

Mr. Mike Eggleston (Dendron District) appeared before the Board with several questions regarding the broadband project. He was asked to submit his questions to Ms. Mack in order to receive a response.

Mr. Chris Scott (Carsley District) addressed the Board with concerns regarding the tax rate affecting his business. Mr. Scott explained that he owned a logging business and that his annual tax bill for equipment was over \$12,000. He urged the Board to consider a separate tax classification for timber harvesting equipment which would effectively provide him with tax relief enabling him to expand his business.

Mr. John Stokes (Surry District) appeared before the Board in support of a general tax reassessment.

CLOSED SESSION

There being no comments from the public, Supervisor Blount made a motion that the Board move to Closed Session to discuss a personnel matter as permitted by the Code of Virginia § 2.2-3711(A)(1) and the acquisition of real property for public purposes where discussion in an open meeting would adversely affect the County's bargaining position §2.2-3711(A)(3). Supervisor Lyttle seconded the motion. Supervisors Lyttle, Wooden, Blount, Seward and Holmes voted in favor of the motion.

Supervisor Blount moved that the Board return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Lyttle seconded the motion; all members present voted affirmatively.

Chairman Seward requested that staff poll surrounding localities to see how many deputies are present during court session.

Chairman Seward stated that committee appointments for Board committees would remain unchanged from the previous year.

ADJOURNMENT

Supervisor Blount made a motion to continue the Surry County Board of Supervisors meeting to 6:00pm on Thursday, March 21, 2013. Supervisor Lyttle seconded the motion. Supervisors Lyttle, Holmes, Wooden, Blount and Seward voted affirmatively.

FY13 Mid Year Financial Report & FY14 Financial Outlook

Mid Year Reporting - For the period ending January, 2013

Terri E. Hale
Director of Finance
February 7, 2013

Local Revenue Sources

Local Revenues Constitute 92.3% of the General Fund budget.

Revenue Source	FY13 Budget	FY13 Projected	FY13 Collections at 01/31/2013	% of Projection at 01/31/2013
Real Property Taxes	\$ 6,256,547	\$ 6,400,000	\$ 6,151,690	96.12%
Public Service Taxes	11,800,000	13,013,521	13,013,521	100.00%
Personal Property Taxes	1,241,946	1,206,844	956,265	79.24%
Penalties & Interest	123,000	190,222	145,392	76.43%
Other Local Taxes	776,200	901,520	385,254	42.73%
Permits, Fees & Licenses	35,050	42,816	24,418	57.02%
Court Fines & Forfeitures	15,000	30,000	24,849	82.83%
Use of Money & Property	85,626	90,381	52,309	57.88%
Charges for Services	130,975	131,322	72,252	55.02%
Miscellaneous	1,700	42,452	40,160	94.60%
Total from Local Sources	\$ <u>20,466,044</u>	\$ <u>22,049,078</u>	\$ <u>20,866,110</u>	94.63%

State Revenue Sources

State Revenues Constitute 8.8% of the General and VPA Funds

Revenue Source	FY13	FY13	FY13 Collections	% of Projection
	Budget	Projected	at 01/31/2013	at 01/31/2013
Non-Categorical Aid	\$ 771,307	\$ 771,596	\$ 586,442	76.0%
Shared Expenses	776,979	777,856	355,722	45.7%
Welfare Administration	427,933	402,182	167,211	41.6%
Other Categorical Aid	127,653	159,037	63,718	40.1%
Total from State Sources	\$ 2,103,872	\$ 2,110,671	\$ 1,173,093	55.8%

General Fund Expenditures

<u>Function</u>	FY13 Appropriation	Expenditures at 01/31/2013	Percent Spent	Unencumbered Balance	Percent Unencumbered
Genl Government Administration	\$ 1,488,525	\$ 775,257	52.1%	\$ 713,268	47.9%
Judicial Administration	420,311	235,402	56.0%	184,909	44.0%
Public Safety	2,924,512	1,743,624	59.6%	1,180,888	40.4%
Public Works	1,149,758	518,555	45.1%	6631,203	54.9%
Health & Welfare	593,689	392,702	66.1%	200,987	33.9%
Social Services	1,853,266	889,485	48.0%	963,781	52.0%
Education	3,767	3,767	0.0%	0	0.0%
Parks, Recreation & Cultural	517,951	291,350	56.3%	226,601	43.7%
Community Development	468,249	220,577	47.1%	247,672	52.9%
Total by Function	\$ 9,420,028	\$ 5,070,719	53.8%	\$ 4,349,309	46.2%

WHAT ARE WE EXPECTING IN FY14?



Stable VRS, group life premiums; health insurance is estimated to increase 6%



Generally, level funding from the state.
Governor's budget included restoring "aid to the Commonwealth", approximately \$37,000



HB1687 reduces the look back from 3 years to 1 year for any property not locally assessed



Few changes in state funding at this point....



Local challenge is an accurate public service budget amount