V I R G I N I A:

At a regular meeting of the Washington County Board of Supervisors held Tuesday, November 12, 2002, at 7:00 p.m., at the County Administration Building in Abingdon, Virginia, the following were present:

PRESENT:

Joe W. Derting, Chairman
John B. Roberts, Sr., Vice Chairman
Jack H. Barker
Bobby D. Ingle
Phillip B. McCall
Dulcie M. Mumpower
Anthony S. Rector

Mark K. Reeter, County Administrator
Lucy E. Phillips, County Attorney
Mark W. Seamon, Accounting & Purchasing Manager
Naoma A. Mullins, Administrative Supervisor

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1 Call to Order

The meeting was called to order by Mr. Joe W. Derting, Chairman of the Board, who welcomed everyone in attendance.

2 Invocation and Pledge of Allegiance – Chairman Joe W. Derting

Chairman Joe W. Derting gave the Invocation and led the Pledge of Allegiance.

3 Approval of Agenda

On motion of Mr. Ingle, second by Mr. McCall, it was resolved to approve the agenda with the following amendments:

Item 5	***Modified Dog Damage Claim for Shirley A. Bailey - $150.00***
Addition of New Item 9	***Consideration of Appointment to Fill the Unexpired Term of the Late Mack J. Blackwell, Jr., as the A-01 "Harrison" Election District Appointment to the Industrial Development Authority of Washington County***

The vote on this motion was as follows: (7-0)

Mr. Derting Aye

Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

4 Approval of Minutes – October 22, 2002, Regular Meeting

On motion of Mr. Barker, second by Mr. Rector, it was resolved to approve the minutes of the October 22, 2002, regular meeting as presented.

The vote on this motion was as follows: (6-0-1)

Mr. Derting	***Abstained***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

5 Consideration of Dog Damage Claim - Shirley A. Bailey, $150.00

On motion of Mr. Ingle, second by Mrs. Mumpower, it was resolved to reimburse Shirley A. Bailey $150.00 for four goats killed by dogs.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

6 Consideration of a Request from the Washington County Sheriff's Department that the $5,000 Supplemental to the V-STOP Grant Remain in Place for Calendar Year 2003

Sheriff Newman appeared before the Board to present a request to the Board that they retain the $5,000 supplement to the V-STOP grant in the budget for calendar year 2003.

Mr. Newman introduced the new V-STOP Detective, Mr. Jeff Burton. Mr. Burton is a 17-year veteran of the Tazewell County Sheriff's Department.

On motion of Mr. Ingle, second by Mr. Roberts, it was resolved to authorize the $5,000 supplement to the V-Stop Grant remain in place for calendar year 2003.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

7 Consideration of Resolution Requesting Incorporation of Landridge Way and Pond Drive into State System of Secondary Highways, Landridge Subdivision

On motion of Mr. McCall, second by Mr. Rector, it was resolved to adopt the following resolution:

RESOLUTION 2002-28

ADDITION OF 1,052 LINEAR FEET OF LANDRIDGE WAY AND
586 LINEAR FEET OF POND DRIVE TO
SECONDARY SYSTEM OF STATE HIGHWAYS
LANDRIDGE SUBDIVISION

WHEREAS, the street(s) described on the attached Additions Form SR-5A, fully incorporated herein by reference, are shown on the plats recorded in the Clerk's Office of the Circuit Court of Washington County, and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has advised this Board the street(s) meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

NOW, THEREFORE, BE IT RESOLVED, this Board requests the Virginia Department of Transportation to add the street(s) described on the attached Additions Form SR-5A to the secondary system of state highways, pursuant to Section 33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements, and

BE IT FURTHER RESOLVED, this Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

Scribner's Note: *Additions Form SR-5A referenced above is included as Minutes Exhibits Item 2002-11-12A*

8 Consideration of County Personnel Committee Recommendations:

County Administrator Mark Reeter briefly reviewed with the Board the following personnel matters:

a. New Accounting & Personnel Assistant Position and Proposed Initial Starting Salary Range

Mr. Reeter explained that the Personnel Committee is recommending a new position of Accounting & Personnel Assistant, which consolidates the work responsibilities of the now vacant Purchasing Assistant's position and the Personnel Services Manager's position. He advised the Board that the new position would not be a participant in personnel policy formation or resolution of personnel issues but rather would be confined to largely clerical but critical responsibilities in processing and retention of personnel records and assisting with new employee familiarization with County fringe benefit programs. The Personnel Committee is recommending a starting salary range for the position of $20,000-$23,500.

b. Revised Accounting Manager Position Description and Revised Initial Starting Salary Range
c. Revised Accounting Supervisor Position Description and Revised Initial Starting Salary Range

The Personnel Committee is recommending the renaming of the Accounting and Purchasing Department to Department of Accounting. Additionally they are recommending approval of revised Position Descriptions for the Accounting Manager and Accounting Supervisor. The Personnel Committee is also recommending revising the initial starting salary ranges for both positions: Accounting Manager - $50,000 - $53,500 (currently $46,000 - $49,500); Accounting Supervisor - $25,000 - $28,500 (currently $23,000 - $25,500). The recommended initial starting salary range adjustments will not increase the present salaries of these positions.

d. Wage Increase for General Services Sign Technician

General Services Manager Frank Canter is recommending a $.096 per hour wage increase for the permanent/part-time General Services Sign Technician from the current $7.54/hour to $8.50/hour. Sufficient funds are available within the Department of General Services Budget for this increase.

Discussion ensued among the Board regarding the Personnel Committee's recommendations. Supervisor Jack Barker expressed concerns about the new Accounting & Personnel Assistant's position.

On motion of Mr. Ingle, second by Mr. McCall, the Board acted to accept the Personnel Committee's recommendations effective November 1, 2002, and authorize the new position of Accounting & Personnel Assistant to be advertised and filled.

The vote on this motion was as follows: (6-1)

Mr. Derting	***Aye***
Mr. Barker	***Nay***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

Supervisor Barker voted against this item due to his concerns with the new position of Accounting & Personnel Assistant.

9 Consideration of Appointment to Fill the Unexpired Term of the Late Mack J. Blackwell, Jr., as the A-01 "Harrison" Election District Appointment to the Industrial Development Authority of Washington County

On motion of Mr. McCall, second by Mr. Barker, it was resolved to appoint Mr. Henry S. Snodgrass to fill the unexpired term of the late Mack J. Blackwell, Jr. as the A-01 "Harrison" Election District representative on the Industrial Development Authority of Washington County effective immediately and expiring on January 10, 2004.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

10 County Administrator Reports

Received communication from the Governor's Office announcing the State's 2002/03 Holiday Schedule. Mr. Reeter stated that the schedule does not designate additional days off for employees.

On motion of Mr. Roberts, second by Mr. Rector, it was resolved to follow the holiday schedule as announced by the Governor's Office.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

County Offices will be closed the following days as approved by the Board of Supervisors January 8, 2002: Thursday, November 28, 2002 (Thanksgiving) and Friday, November 29, 2002, reopening on Monday, December 2, 2002; all day December 24, 2002, December 25, 2002, (Christmas Day), reopening Thursday, December 26, 2002; January 1, 2003 (New Year's Day) and reopening Thursday, January 2, 2003.

11 County Attorney Reports

No report.

12 Recess

It was consensus of the Board not to take a recess at this time.

13 Consent Agenda

On motion of Mr. Rector, second by Mr. Barker, it was resolved to approve the following consent agenda items:

- ***a. Payment of Bills – November 2002***
- ***b. Canceled Check #0121697, $29.49, C & D Sales (Reissued)***
  Canceled Check #0122222, $68.00, Sprint (Reissued)
- ***c. Transfer from Reserve for Contingencies, $1,679.40-Capital Improvement Fund-Singingwood Lane Water Project***
- ***d. Supplemental Appropriation, $20,000, Sheriff's Department DMV Grants, Departments 31290 & 31291***

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

14 Board Member Reports

Supervisor Bobby Ingle requested that an appointment to fill the unexpired term of the late William E. Richardson on the Highlands Community Services Board be placed a future agenda.

Supervisor Tony Rector advised the Board that according to constituents in his district the Washington County Public Service Authority has changed their billing process. He reported receiving many calls from senior citizens on a fixed income complaining that they are now getting billed bi-monthly. Mr. Rector stated that a meeting has been scheduled with representatives from the Service Authority to discuss this matter.

Supervisor Jack Barker requested County staff more aggressively pursue the matter with Alltel regarding their cell phone customers in Washington County with Tennessee numbers being charged a tax imposed by Sullivan County, Tennessee.

Chairman Joe Derting briefed the Board on the Virginia Association of County's Annual Meeting he recently attended along with John Roberts and Christy Parker. Mr. Derting reported that Governor Mark Warner attended the meeting and spoke on the financial problems the State faces. Mr. Derting also reported that VACo members unanimously passed a resolution strongly encouraging the General Assembly not to pass the budget cuts to local governments.

15 Closed Meeting Pursuant to Virginia Code Section 2.2-3711(A)(1) for Performance Evaluation of County Administrator Mark Reeter

On motion of Mr. Barker, second by Mr. Rector it was resolved to convene in closed meeting as allowed by the Virginia Code Section 2.2-3711(A)(1) to conduct the annual performance evaluation of the County Administrator. It was further resolved to take a five-minute recess prior to the closed meeting.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

Chairman Derting requested at this time that any participant in the closed meeting who believes that, during the closed meeting, there was any departure from the requirements of the Virginia Freedom of Information Act including discussion of any subject unrelated to the subject identified in the motion to enter closed meeting, to please state the substance of the departure believed to have taken place.

On motion of Mr. Barker, second by Mr. Roberts, it was certified that the closed meeting was conducted in compliance with Virginia Law, and only public business matters exempt from open meeting requirements and identified in the motion to convene the closed meeting were heard, discussed, or considered in the closed meeting.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

16 Adjourn

On motion of Mr. Rector, second by Mr. Ingle, it was resolved to adjourn the meeting.

The vote on this motion was as follows: (7-0)

Mr. Derting	***Aye***
Mr. Barker	***Aye***
Mr. Ingle	***Aye***
Mr. McCall	***Aye***
Mrs. Mumpower	***Aye***
Mr. Rector	***Aye***
Mr. Roberts	***Aye***

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Prepared by:

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Naoma A. Mullins, Recording Clerk

Approved by the Washington County Board of Supervisors:

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Joe W. Derting, Chairman