V I R G I N I A:

At a recessed meeting of the Washington County Board of Supervisors held Thursday, March 3, 2011, at 6:30 p.m., at the County Administration Building in Abingdon, Virginia the following were present:

PRESENT:

Dulcie M. Mumpower, Chair
Odell Owens, Vice Chair
Phillip B. McCall
Nicole M. Price
Joseph C. Straten
Thomas G. Taylor

Mark K. Reeter, County Administrator
Lucy E. Phillips, County Attorney
Mark W. Seamon, Accounting Manager
Naoma A. Norris, Recording Clerk

ABSENT:

Kenneth O. Reynolds

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1. Call to Order

The meeting was called to order by Ms. Dulcie M. Mumpower, Chair of the Board, who welcomed everyone in attendance. Ms. Mumpower noted that Mr. Reynolds had a previous commitment and will not be attending the meeting.

2. Invocation and Pledge of Allegiance

Supervisor Dulcie Mumpower gave the Invocation and led the Pledge of Allegiance.

3. Approval of Agenda

On motion of Mr. Owens, second by Ms. Price, it was resolved to approve the agenda as presented.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***

Mr. Straten ***Aye***
Mr. Taylor ***Aye***

4. Presentation of County Financial Statements for Fiscal Year Ended June 30, 2010

Ms. Deanna Cox, of Robinson, Farmer, Cox Associates, presented a report of the Washington County's Financial Statements for fiscal year ended June 30, 2010. Ms. Cox explained that all state and federal filings have been made in regards to the audit of the county's financial statements, and with this presentation the audit for year ending June 30, 2010 will be finalized. She provided a review of the various components the County's Financial Statements, and reported the County had no audit findings. Ms. Cox noted that the County always does a good job, but a particularly good job was done for this audit period because of the federal audit requirements that mandated an audit of 50% or more of federal programs.

Ms. Cox next reported the County's fund balance is up significantly because of the transitional revenue resulting from the conversion to semi-annual collection of real property taxes. She explained the County's debt per capita for year ending June 30, 2010, was well below the state average, and she stated the County has done a good job managing debt. Ms. Cox reported the tax collections remain above 95%, which is very good. The delinquent tax collections are up $400,000.

In conclusion, Ms. Cox provided a review of a new standard that will be implemented by the Governmental Accounting Standards Board (GASB 54) for year ending June 30, 2011, that outlines how fund balances are to be classified.

Discussions ensued among the Board.

Ms. Mumpower, on behalf of the Board, thanked Ms. Cox for her presentation and the excellent work Robinson Farmer Cox does for the County.

The following action was proposed by the Board:

On motion of Ms. Price, second by Mr. Owens, the Board acted to accept the County Financial Statements for Fiscal Year ended June 30, 2010.

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

Mr. McCall ***Aye***
Ms. Mumpower ***Aye***
Mr. Owens ***Aye***
Ms. Price ***Aye***
Mr. Straten ***Aye***
Mr. Taylor ***Aye***

Scrivener's Note: The Consolidated Annual Financial Report and correspondence referenced above is included as Minutes Exhibits Item 2011-03-03-A.

At this time, Ms. Mumpower introduced the new County Information Systems Manager Keith Lloyd and welcomed him to the County.

Mr. Lloyd addressed the Board and thanked them for the opportunity to serve as the County's Information Systems Manager. He explained his goal is to maintain the same level of service and commitment the Board expects. Mr. Lloyd stated he is happy to answer any questions or meet with Board members at anytime.

5. Presentation of Updates to Requested & Recommended County Operating Budget for FY 2011-2012

Mr. Seamon provided the Board with a review of adjustments to the Requested and Recommended County Operating Budget for FY 2011-2012. The County Administrator's recommended budget has $111,240 in uncommitted contingency funds for the Board to utilize during their budget review process. Mr. Seamon stated he would update the Board at the beginning of each future budget work session on all tentative changes made at the previous work sessions.

Mr. Seamon next reviewed with the Board news articles about the General Assembly passing the state budget with approximately $426,000 in additional state dollars for K-12 education.

Mr. Reeter explained the County does not have any kind of revised official budget request from the School Board for the Board's consideration. He requested the Board, by consensus, to authorize him to convey to the School Board a request on behalf of the Board of Supervisors for a revised School Budget to be submitted to County by the March 10, 2011 Public Hearing.

It was the consensus of Board to make this request to the School Superintendent.

Mr. Reeter next explained his goal for the Board of Supervisors is to get to the point by the end of March where a decision on the property tax rates for 2011 can be made, so the Treasurer can send out tax statements. The County Administrator's Recommended Budget has no proposed tax increases; however, the Board needs to work through the March work sessions so a well informed decision on property tax rates for 2011 can be made.

6. Consideration of Tentative Adjustments to and Preliminary Approvals of Budgetary Departments within Requested & Recommended County Operating Budget for FY 2011-2012

a. <u>General Fund – General Government Administration</u>:

1. Dept. 11100 – Board of Supervisors

On motion of Mr. McCall, second by Mr. Straten, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 11100 - Board of Supervisors in the amount of $171,649.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***

Ms. Price ***Aye***
Mr. Straten ***Aye***
Mr. Taylor ***Aye***

2. Dept. 12110 – Department of County Administration

Mr. Reeter noted the increase in this department is due to the incorporation of the Deputy County Administrator's position into County Administration. He explained there is a three percent (3%) salary increased factored in the budgets for all non-school employees. Each one percent (1%) is equivalent to $110,000 of revenue. The total cost of the proposed three percent (3%) salary increase is $300,000, which includes gross salary and benefits.

Discussions ensued among the Board, Mr. Reeter and Mr. Seamon concerning the proposed salary increase.

Mr. Taylor requested the County Personnel Committee to discuss the proposed salary increase and make a recommendation to the Board on an equitable way to distribute the aggregate amount of the salary to County employees. He explained the cost of living is equal for all employees; therefore, everybody should receive the same amount of increase. Mr. Taylor asked the Personnel Committee to bring a recommendation to the Board before the conclusion of the budget adjustment work sessions.

Ms. Price asked if the proposed salary increase includes the constitutional officers. She questions the rational for proposing raises for the five elected constitutional officers.

Discussions ensued among Ms. Price, Mr. Reeter and Mr. Seamon concerning raises to constitutional officers.

Mr. Taylor suggested the Personnel Committee take this matter into consideration when they are making a decision about an equitable way to distribute the proposed raises for County employees.

On motion of Mr. Taylor, second by Mr. McCall, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001, Dept. 12110, County Administration, in the amount of $332,842.

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

Mr. McCall ***Aye***
Ms. Mumpower ***Aye***
Mr. Owens ***Aye***
Ms. Price ***Aye***
Mr. Straten ***Aye***
Mr. Taylor ***Aye***

3. Dept. 12200 – Department of Legal Services

Ms. Mumpower explained the Recommended and Requested County Operating Budget includes a Deputy County Attorney's position. She further explained the County Personnel Committee continues to look at this issue and does not have a recommendation at this time. She suggested the Board give tentative approval and then place back on a future agenda for re-consideration.

Discussions ensued among the Board and Ms. Phillips concerning the proposed Deputy County Attorney position.

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12200 - Legal Services in the amount of $310,518 and further to revisit this department for any adjustments recommended by the County Personnel Committee, and further to revisit this department to make any adjustments as recommended by the County Personnel Committee.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

4. Dept. 12240 – County Audit

On motion of Mr. McCall, second by Mr. Taylor, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12240 - County Audit in the amount of $67,500.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

5. Dept. 12310 – Commissioner of Revenue

On motion of Mr. Taylor, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12310 - Commissioner of Revenue in the amount of $582,185.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

6. Dept. 12320 – Assessor

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12320 - Assessor in the amount of $150,000.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

7. Dept. 12410 – Treasurer

On motion of Mr. Owens, second by Mr. Taylor, (add $2,000) it was resolved to modify Fund 001-Dept. 12410 – Treasurer by adding $2,000 to Information Systems equipment and to tentatively approve the Budget for FY 2011-2012 for Fund 001 - Dept. 12410 – Treasurer in the amount of $659,247.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

8. Dept. 12430 – Department of Accounting

On motion of Mr. Owens, second by Mr. Taylor, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12430-Accounting in the amount of $290,879.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

9. Dept. 12510 – Department of Information Systems

On motion of Mr. McCall, second by Mr. Taylor, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 12510 - Department of Information Systems in the amount of $669,679.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

10. Dept. 13100 – Electoral Board & Officials

On motion of Mr. McCall, second by Mr. Owens, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 13100-Electoral Board & Officials in the amount of $102,248.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

11. Dept. 13200 – General Registrar

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 1320- General Registrar, in the amount of $156,637.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

b. <u>General Fund – Judicial Administration</u>:

1. Dept. 21100 – Circuit Court – Judge

On motion of Ms. Price, second by Mr. McCall, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 21100-Circuit Court-Judges in the amount of $70,099.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

2. Dept. 21200 – General District Court

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 21200-General District Court in the amount of $30,471.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

3. Dept. 21300 - Special Magistrates

On motion of Ms. Price, second by Mr. Taylor, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 - Dept. 21300-Special Magistrates in the amount of $5,820.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

4. Dept. 21600 – Juvenile & Domestic Relations Court – Clerk & Judge

On motion of Ms. Price, second by Mr. Straten, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 21600-Juvenile & Domestic Relations Court-Clerk/Judge in the amount of $14,175.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

5. Dept. 21610 – Juvenile & Domestic Relations Court – Court Services

On motion of Ms. Price, second by Mr. Owens, it was resolved to tentatively approve the Recommended and Requested Recommended Budget for FY 2011-2012 for Fund 001-Dept. 21510-Juvenile & Domestic Relations Court – Court Services in the amount of $7,200.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

6. Dept. 21700 – Clerk of Circuit Court

On motion of Mr. McCall, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 21700-Clerk of Circuit Court in the amount of $587,857.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

7. Dept. 21910 – Victim & Witness Assistance

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 21910-Victim & Witness Assistance in the amount of $58,137.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

8. Dept. 22100 – Commonwealth's Attorney

On motion of Ms. Price, second by Mr. Straten, the Board acted to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 22100-Commonwealth's Attorney in the amount of $782,414.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

c. <u>General Fund – Public Safety</u>:

1. Dept. 31200 – WCSO – Sheriff's Office Administration Division

Mr. Reeter distributed correspondence to the Board from Sheriff Fred Newman requesting that a part-time position within the Washington County Sheriff's Department be made full-time. Mr. Reeter explained this request is not included in the requested and recommended budget. The additional funding required to do this is $20,382.00.

On motion of Mr. McCall, second by Ms. Price, the Board acted to modify Department 31200 – Sheriff Office by adding $20,382 to compensation and to tentatively approve the Budget for FY 2011-2012 for Fund 001-Dept. 31200-WCSO-Sheriff's Office Administration Division in the amount of $1,320,897.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***

Mr. Straten ***Aye***
Mr. Taylor ***Aye***

Mr. Reeter explained the Board was provided at stations with a recent news article about the tactical training environment at the Washington County Sheriff's Office.

Sheriff Newman explained the Sheriff's Office has constructed a simulated building from donated supplies that will allow officers to do tactical training. The building was constructed inside the warehouse at the Public Safety Building. Sheriff Newman invited the Board to attend a demonstration on March 22 at 5:00 p.m. (prior to regular Board meeting). Supper will be provided.

2. Dept. 31210 – WCSO – Traffic Enforcement Division
3. Dept. 31300 – WCSO – Patrol Division
4. Dept. 31400 – WCSO – Dispatch & E-911 Division
5. Dept. 31500 – WCSO – Criminal Investigation Division
6. Dept. 31600 – WCSO – Community Services Division
7. Dept. 31650 – WCSO – Court Security Division
8. Dept. 31700 – WCSO – Litter Control Division
9. Dept. 31710 – WCSO – Animal Control Division
10. Dept. 31810 – WCSO – VSTOP Grant

On motion of Ms. Price, second by Mr. Straten, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001 for the following departments within the Washington County Sheriff's Office:

Dept. 31210 – WCSO – Traffic Enforcement Division	**$ 400,000**
Dept. 31300 – WCSO – Patrol Division	**$1,297,420**
Dept. 31400 – WCSO – Dispatch & E-911 Division	**$ 632,768**
Dept. 31500 – WCSO – Criminal Investigation Division	**$ 550,640**
Dept. 31600 – WCSO – Community Services Division	**$ 670,753**
Dept. 31650 – WCSO – Court Security Division	**$ 257,980**
Dept. 31700 – WCSO – Litter Control Division	**$ 117,014**
Dept. 31710 – WCSO – Animal Control Division	**$ 261,542**
Dept. 31810 – WCSO – VSTOP Grant	**$ 46,435**

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

Mr. McCall ***Aye***
Ms. Mumpower ***Aye***
Mr. Owens ***Aye***
Ms. Price ***Aye***
Mr. Straten ***Aye***
Mr. Taylor ***Aye***

11. Dept. 33200 – Appalachian Juvenile Commission

On motion of Mr. McCall, second by Mr. Owens, it was resolved to tentatively approve the Recommended and Requested recommended FY 2011-2012 budget for Fund 001-Dept. 33200-Appalachian Juvenile Commission in the amount of $190,444.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

12. Dept. 33210 – Southwest Virginia Regional Jail Authority

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 33210-Southwest Virginia Regional Jail Authority in the amount of $2,402,288.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

13. Dept. 34100 – Department of Building & Development Services

Deputy County Administrator Nadine Culberson addressed the Board and explained a new Erosion and Sediment Control Specialist position has been requested by County Engineer David Kidd to handle corrective actions required by the Virginia Department of Conservation and Recreation. Ms. Culberson explained the County Personnel Committee recommended approval of the new position with the understanding the position would not be filled until savings can be documented.

Discussions ensued about proposed new position.

On motion of Ms. Price, second by Mr. Taylor, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001, Dept. 34100-Department of Building & Development Services in the amount of $447,556.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

14. Dept. 35300 – Medical Examiner

On motion of Mr. Owens, second by Ms. Price, it was resolved to tentatively approve the Recommended and Requested Budget for FY 2011-2012 for Fund 001-Dept. 35300-Medical Examiner in the amount of $1,000.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

15. Dept. 35500 – Department of Emergency Management

On motion of Mr. McCall, second by Ms. Price, it was resolved tentatively approve the Recommended and Requested recommended budget for FY 2011-2012 for Fund 001-Dept. 35500, Department of Emergency Management in the amount of $306,212.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

16. <u>Adjourn or Recess</u>

On motion of Mr. Owens, second by Mr. Taylor, it was resolved to adjourn the meeting.

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

Mr. McCall	***Aye***
Ms. Mumpower	***Aye***
Mr. Owens	***Aye***
Ms. Price	***Aye***
Mr. Straten	***Aye***
Mr. Taylor	***Aye***

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Prepared by:

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Naoma A. Norris, Recording Clerk

Approved by the Washington County Board of Supervisors:

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Dulcie M. Mumpower, Chairman