

VIRGINIA:

At a regular meeting of the Washington County Board of Supervisors held Tuesday, May 22, 2012, at 6:30 p.m., at the County Administration Building in Abingdon, Virginia the following were present:

PRESENT:

Joseph C. Straten, Chairman
Phillip B. McCall, Vice Chairman
William B. Gibson
Dulcie M. Mumpower
Odell Owens
Randy L. Pennington
C. Wayne Stevens, Jr.

Mark K. Reeter, County Administrator
Lucy E. Phillips, County Attorney
Mark W. Seamon, Director of Budget & Finance
Naoma A. Norris, CAP, Executive Assistant/Recording Clerk

1. Call to Order

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

2. Invocation and Pledge of Allegiance

Chairman Joe Straten gave the Invocation and led the Pledge of Allegiance.

3. Public Comment

The following individuals addressed the Board:

- Hammond Hunt
- James Allgood
- Tricia Moore
- Robert Green
- Jackie Dye

4. Approval of Agenda

Mr. Reeter reviewed an amended agenda for the Board meeting.

Mr. Gibson asked that Items 6.b.2, 6.b.3, and 6.b.7 be removed from the Consent Agenda and added to General Business for discussion.

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

Remove Items 6.b.2., 6.b.,3 and 6.b.7 from the Consent Agenda

New Item 8.a.1

Discussion on Items 6.b.2, 6.b.3, and 6.b.7 of the Consent Agenda

New Item 8.a.6

Consideration of Establishing a Costs Collections Program within Office of Commonwealth's Attorney

New Item 8.a.7

Consideration of County Emergency Services Committee Recommendations Regarding Additional Funding for Damascus and Green Spring Fire Departments

New Item 8.a.8

Request for Further Discussion of Board Action Taken at May 17 Recessed Meeting Regarding Employee Compensation Increases Effective July 1

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

6. Consent Agenda:

On motion of Mr. McCall, second by Ms. Mumpower, the Board acted to approve items a, b, and c of the Consent Agenda as set forth below.

a. Approval of Minutes:

1. April 26, 2012 Joint Recessed Meeting

2. May 8, 2012 Regular Meeting

b. Approval of Routine Financial Matters:

1. Request for Revenue Refunds – Washington County Sheriff's Office – Animal Sterilization Fees

2. *Request for Revenue Refund – Overpayment of 2009, 2010 and 2011 Personal Property Taxes on Aircraft (Removed from Consent Agenda and Added to General Business)*
3. *Request for Supplemental Appropriations – Solid Waste Department Tipping Fees (Removed from Consent Agenda and Added to General Business)*
4. *Request to Cancel Accounts Payable Checks – Various Funds*
5. *Payment of Bills – From April 11, 2012 Thru May 10, 2012*
6. *Budget Status Report – April 30, 2012*
7. *Supplement Appropriation – Washington County Treasurer’s Office (Removed from Consent Agenda and Added to General Business)*

c. *Award of Bids and Approval of Contracts:*

1. *Award of Bids for the White’s Mill Phase II Exterior Rehabilitation*
2. *Approval of Letter of Engagement for Legal Services*

d. *Authorization of Routine Business Matters*

No routine business matters were presented to the Board.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

7. **Public Hearings:**

- a. Public Hearing Concerning Proposed Virginia Department of Transportation Six-Year Improvement Plan for Secondary Highways

Mr. Matthew Cox, Programming Director for the Virginia Department of Transportation (VDOT) – Bristol District and Conrad Hill, VDOT Residency Administrator for Washington County presented for Board consideration the proposed VDOT Six-Year Improvement Plan for Secondary Highways. This plan was presented in detail to the Board at a recessed meeting held April 26, 2012.

Discussions ensued among the Board and VDOT representatives concerning the proposed Six Year Plan. The primary issue discussed was the Azure Lane Project.

Mr. Gibson asked VDOT representatives if there is anything that could be done to move the Azure Lane Project forward. Mr. Hill explained if homeowners are willing to donate right-of-ways for the project that would cut expense from property purchase, an estimated savings of \$1 million.

Mr. Straten opened the public hearing and invited comments regarding the proposed VDOT Six-Year Improvement Plan for Secondary Highways. The following individuals addressed the Board:

- Mr. Robert Green, resident of Azure Lane, questioned the amount of funds currently available for the Azure Lane Project.
- Mr. Howard Combs, resident of Azure Lane, talked about the Rural Rustic Road Program Guidelines, specifically the requirements for width of the road constructed under this program. Mr. Combs explained his understanding that Azure Lane does not qualify for the Rural Rustic Road Program because of the narrowness of ¼ mile of the road; there is only one home located on this part of the road. Mr. Combs asked if portions of a road could be constructed under the Rural Rustic Road Program.
- Woody Tuell, resident of Azure Lane, addressed the speed limit on this road (currently 55 mph) and asked that it be lowered for safety reasons (i.e. children at play). Mr. Tuell also asked that the speed limit be posted.

There being no further comments, Mr. Straten declared the public hearing closed.

On motion of Mr. Mumpower, second by Mr. Owens, the Board acted to adopt the following Resolution:

RESOLUTION 2012-19
APPROVAL OF SECONDARY HIGHWAY SIX-YEAR PLAN (2012/13 THROUGH 2017/18)
AND CONSTRUCTION PRIORITY LIST (2012/13)
WASHINGTON COUNTY, VIRGINIA

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan, and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (20012/13 through 2017/18) as well as the Construction Priority List (20012/13) on May 22, 2012, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List, and

WHEREAS, Matthew B. Cox, Programming & Investment Management Director, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2012/13 through 2017/18) and the Construction Priority List (2012/13) for Washington County, Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Washington County, Virginia that since said Plan appears to be in the best interests of the Secondary Road System in Washington County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2012/13 through 2017/18) and Construction Priority List (2012/13) are hereby approved as presented at the public hearing.

RESOLUTION 2012-20
DESIGNATING STATE ROUTE 664 - WHITAKER HOLLOW ROAD AS A RURAL RUSTIC ROAD

WHEREAS, Section 33.1-70.1 of the Code of Virginia permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Washington, Virginia (“Board”) desires to consider whether State Route 664 (Whitaker Hollow Rd.) from State Route 674 (Denton Valley Rd.) to 2.00 miles east of State Route 674 should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the public has been made aware that this road may be paved with minimal improvements; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board’s six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Washington County, Virginia that the Board hereby designates this road a Rural Rustic Road, and requests that the Local Manager for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED that the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED that the Board directs that a certified copy of this Resolution be forwarded to the Local Manager for the Virginia Department of Transportation.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

Scrivener's Note: The VDOT Six Year Improvement Plan for Secondary Highways referenced above is included as Minutes Exhibits Item 2012-5-22-A.

8. General Business:

a. Actionable Items:

1. Discussion on Items 6.b.2, 6.b.3, and 6.b.7 from Consent Agenda

Request for Revenue Refund – Overpayment of 2009, 2010 and 2011 Personal Property Taxes on Aircraft

Mr. Gibson explained that since coming on the Board January 1, there have been three requests for revenue refunds and questioned why the errors are happening.

Mr. Seamon explained a letter from Commissioner of Revenue David Henry was included in the Consent Agenda material that provides information about the revenue refund request. He does not have additional information other than that provided by Mr. Henry.

Ms. Phillips added that state law requires overpayment of taxes be corrected and places a three year limit on localities to correct the overpayment.

Mr. Gibson requested that David Henry be asked to appear before the board to provide further explanation on the request for revenue refund.

On motion of Mr. Gibson, second by Mr. Stevens, the Board acted to table action on the request for revenue refund until the Commissioner of Revenue comes forth to provide further explanation.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Abstained</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

Request for Supplemental Appropriation – Solid Waste Department Tipping Fees

Mr. Gibson questioned the additional tipping fee request and issues with the old JMH demolition.

Mr. Seamon explained when the budget is prepared historical data on revenue collected and costs incurred by the Solid Waste Department are used to calculate estimates for the coming fiscal year. During the past year the amount of waste received increased substantially (up to 20% increase) because of the April 2011 tornados and demolition of the old JMH hospital. The Solid Waste Department needs an additional \$150,000.00 appropriation to dispose of the waste. Revenues are being collected to offset the expense, and no additional local money is requested. Mr. Seamon explained that Food City paid the costs for demolition of the old JMH.

On motion of Mr. Gibson, second by Mr. Owens, the Board acted to approve a supplemental appropriation in the amount of \$150,000.00 to the Solid Waste Department to cover additional tipping fee expenses.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

Supplemental Appropriation – Washington County Treasurer’s Office

Mr. Gibson asked for further explanation of the Treasurer’s request.

Mr. Seamon explained the County Treasurer some five-ten years back presented the Board with a request for the Treasurer’s Office to provide Department of Motor Vehicle services allowed under the Virginia Code, and for the Treasurer’s Office to receive the commissions. State law requires the locality give the Treasurer’s Office 80% of commissions generated from providing DMV services (80/20 share). The 20% goes into the County’s General Fund. A formal agreement approving this arrangement was adopted by the Board. Mr. Seamon further explained it is customary that the Treasurer waits until the end of April each year to submit a request for the 80% commissions. The revenue is used to purchase equipment and provide bonuses to employees.

Mr. Gibson questioned the stipends given to employees of the Treasurer’s Office, and requested that the Treasurer be asked to provide a detailed report to the Board on this request.

Discussions ensued among the Board.

On motion of Mr. McCall, second by Mr. Gibson, the Board acted to table the supplemental appropriation request for the Washington County Treasurer’s Office until the County Treasurer can make a presentation to the Board.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

2. Consideration of Assignment of 1993 Wastewater Agreement between County and City of Bristol, Virginia to Washington County Service Authority

Washington County Service Authority (WCSA) General Manager Robbie Cornett presented a request to the Board for assignment to the WCSA of the 1993 Wastewater Agreement between the County and City of Bristol, Virginia wherein Washington County secured 562,000 gallons per day of wastewater treatment capacity from the city for reasons outlined in correspondence to the County Administrator dated May 9, 2012. Mr. Cornett explained that presentations regarding this request were made to the Joint Economic Development Committee and the Joint County Utilities Committee. The Joint County Utilities Committee took action to recommend the Board assign the agreement to WCSA.

Mr. McCall (Member of Joint County Utilities Committee) stated that sewer is the specialty of WCSA and not the county. The committee believes it would be in the best interest of the County to assign the agreement to WCSA.

Discussions ensued among the Board.

On motion of Mr. McCall, second by Mr. Owens, the Board acted to approve entry into the proposed Assignment Agreement with the Washington County Service Authority.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

Scrivener's Note: The letter and agreement referenced above is included as Minutes Exhibits Item 2012-5-22-B.

3. Consideration of Requests from United Way of Russell and Washington Counties

Mr. Travis Staton, Chief Executive Officer for the United Way of Russell & Washington Counties, presented a recommendation to the Board for the United Way to assist two of the county-owned community centers (Green Cove and Hayter's Gap Community Centers) to establish individual non-profit 501 (c) 3 status as opposed to combining them into one entity with the Mendota Community Center. This change from an earlier proposal is result of much thought and consideration; and is also the wishes of the local governing bodies of both the Green Cover and Hayter's Gap Community Center's. The United Way is also in agreement that it would be in the best interest of the community to allow the two centers to continue to operate independently with their own governing boards and fiscal oversight.

Discussions ensued among the Board and Mr. Staton.

On motion of Mr. Pennington, second by Mr. Stevens, the Board acted to approve the proposals with respect to the community center matters as presented by the United Way.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

4. Consideration of Personnel Committee Recommendations from May 7, 2012 Meeting

Ms. Nadine Culberson, Deputy County Administrator/Operations and Personnel presented the Board with recommendations of the County Personnel Committee concerning annual and sick leave changes and revisions to Human Resources policies.

Ms. Culberson explained the County's Annual and Sick Leave Policies allow unlimited leave balances with maximum caps only on payout options. The County must budget for this expense in case an employee leaves and the benefit needs to be paid out. The Personnel Committee recommends revision to the policies that will place maximum limits on the amount of leave (annual and sick) that can be carried over from year to year. The Paid Time Off (PTO) proposal combines annual, administrative, personal, and funeral leave. The three personal days received on July will be rolled into the PTO and employees will accrue this time two hours a month. Employees that are over the proposed new cap will be given the option to take an extra four weeks of vacation a year until the annual leave balances are brought down to the maximum carryover. Proposed changes to the sick leave policies include a maximum carryover of 1,040 hours. Employees will continue to accrue eight hours of sick leave per month. On July 1 of each year, employees with sick leave balances above the cap will receive payout at \$6.25 per hour. The Personnel Committee asks that funds be taken from the reserve for employee benefits to pay down sick leave to administrative division and constitutional officer's employees, and after July 1 pay down sick leave balances for employees of the library, courts and Social Services. Then, from this point forward payout of sick leave above the maximum carryover would be paid each July 1.

Ms. Mumpower and Mr. Stevens (County Personnel Committee members) stated their endorsement of the proposal and commended the County staff.

Discussions ensued among the Board and staff.

On motion of Ms. Mumpower, second by Mr. Stevens, the Board acted to adopt the Personnel Committees recommendations concerning annual and sick leave changes and revised Human Resources Policies.

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>

Mr. Straten *Aye*

5. Consideration of Appointments to Virginia Highlands Community College Board of Trustees

On motion of Ms. Mumpower, second by Mr. Pennington, the Board acted to appoint Thomas M. Hicok to the Virginia Highlands Community College Board for a four-year term beginning July 1, 2012 and ending June 30, 2016.

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

Mr. Gibson *Aye*
Mr. McCall *Aye*
Ms. Mumpower *Aye*
Mr. Owens *Aye*
Mr. Pennington *Aye*
Mr. Stevens *Aye*
Mr. Straten *Aye*

On motion of Ms. Mumpower, second by Mr. Pennington, the Board acted to appoint Tony Miller to the Virginia Highlands Community College Board to fill the remainder of the unexpired term of Dr. G. Michael Rush through June 30, 2015.

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

Mr. Gibson *Aye*
Mr. McCall *Aye*
Ms. Mumpower *Aye*
Mr. Owens *Aye*
Mr. Pennington *Aye*
Mr. Stevens *Aye*
Mr. Straten *Aye*

6. Consideration of Appointments to Various Boards, Authorities and Commissions Expiring June 30, 2012

Bristol Virginia Utilities Authority

On motion of Mr. Owens, second by Mr. McCall, the Board appointed Dulcie M. Mumpower to represent Washington County on the Bristol Virginia Utilities Board for a one year term beginning July 1, 2012 and expiring June 30, 2013.

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

Mr. Gibson *Aye*
Mr. McCall *Aye*
Ms. Mumpower *Aye*
Mr. Owens *Aye*
Mr. Pennington *Aye*
Mr. Stevens *Aye*

Mr. Straten *Aye*

7. Consideration of Establishing a Costs Collections Program within Office of Commonwealth's Attorney

Ms. Nicole Price, Commonwealth's Attorney, presented the Board with a proposal to establish a Costs Collections Program in the Commonwealth's Attorney's Office for collection of delinquent court-related costs (fines, fees and other assessments) via an "in-house" methodology permitted under Virginia law. The Commonwealth Attorney has statutory duty under the Virginia Code to make inquiry as to why delinquent fines/fees/costs amounts are unpaid, and if they can be satisfied, to institute collection procedures. To enhance collection efforts, state law authorizes the Commonwealth's Attorney and the locality to enter into a contractual agreement with the court systems to establish and fund formal collections programs. Further, state law requires the Commonwealth's Attorney, on a yearly basis, to elect one of the following four methods to collect unpaid fines, costs, penalties and forfeitures: 1. Turn collections over to the Department of Taxation; 2. Turn collections over to a private collections agency; 3. Enter into an agreement with the locality to function as Courts Collection Agency; and 4. Handle collections "in-house" within the Commonwealth's Attorney's office. The only collection method that allows the locality to share in the proceeds of the collection efforts is the "in-house" method. There are no costs to the locality to operate this program.

Ms. Price distributed to the Board a proposed contract between Washington County Circuit Court, Washington County, and the Washington County Commonwealth's Attorney's Office for the costs collection program, and provided an example FY10 Collection of Fines and Fees revenue lost by Washington County (\$58,000.00). The Department of Taxation has previously handled collections and received all of the revenue.

Ms. Price requested the Board's approval of the follow:

1. Approval of contracts between the County and the Commonwealth's Attorney's Office and: Circuit Court, Juvenile & Domestic Relations District Court, and General District Court.
2. The Board authorize the County Administrator to sign and execute all appropriate documents pertaining thereto as soon as possible.
3. The Board appropriate collected funds to the Commonwealth's Attorney's Office.

Discussions ensued among the Board and Ms. Price.

On motion of Mr. Pennington, second by Ms. Mumpower, the Board acted to:

- 1. Authorize the Commonwealth's Attorney to Establish a Costs Collections Program in the Commonwealth's Attorney's Office beginning July 1, 2012.***
- 2. Authorize the County Administrator to sign and execute contracts or form of contracts as reviewed by the County Attorney.***
- 3. Appropriate collected funds to the Commonwealth's Attorney's Office.***

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

Mr. Gibson ***Aye***
Mr. McCall ***Aye***
Ms. Mumpower ***Aye***

Mr. Owens *Aye*
Mr. Pennington *Aye*
Mr. Stevens *Aye*
Mr. Straten *Aye*

8. Consideration of County Emergency Services Committee Recommendations Regarding Additional Funding for Damascus and Green Springs Fire Departments

Ms. Mumpower (member of the County Emergency Services Committee) presented the following recommendations regarding additional funding for Damascus and Green Springs Fire Departments:

Damascus Volunteer Fire Department (DVFD)
 FY2013 Fiscal Action Plan

- **Additional \$10,000 for total amount of funding of \$38,000 for FY2013.**
- Review of all DVFD revenues and expenditures with Department of Emergency Management (DEM) on a monthly basis. This includes revenue from any source and any type of department expenditure. DVFD will provide DEM with requested documentation for such review. This may include but is not limited to operational budget, paid receipts, invoices, bank statements, cancelled checks, etc.
- Funding allocation will be provided to DVFD on a quarterly basis as is with all agencies/departments. Amounts to be reimbursed quarterly to either Town of Damascus or to the fire department based on determination of county attorney as to status of charter. Quarterly allocation will be contingent upon the amount of expenditures reviewed monthly that are directly related to delivery of services.
- All funding is contingent upon all members of DVFD possessing appropriate levels of NIMS certifications.
- DVFD and DEM will work collaboratively to develop an operational budget to assist DVFD with demonstrating fiscal responsibility for preparation of future budget requests.

Green Springs Volunteer Fire Department (GSVFD)
 FY2013 Fiscal Action Plan

- **Additional \$10,000 for total amount of funding of \$56,000 for FY2013.**
- Review of all GSVFD revenues and expenditures with Department of Emergency Management (DEM) on a monthly basis. This includes revenue from any source and any type of department expenditure. GSVFD will provide DEM with requested documentation for such review. This may include but is not limited to operational budget, paid receipts, invoices, bank statements, cancelled checks, etc.
- Funding allocation will be provided to GSVFD on a quarterly basis as is with all agencies/departments. Quarterly allocation will be contingent upon the amount of expenditures reviewed monthly that are directly related to delivery of services.
- All funding is contingent upon all members of DVFD possessing appropriate levels of NIMS certifications.
- GSVFD and DEM will work collaboratively to develop an operational budget to assist GSVFD with demonstrating fiscal responsibility for preparation of future budget requests.

Ms. Mumpower explained the Emergency Services Committee, with great reluctance, recommends only a \$10,000 increase to both departments and requests the other \$60,000 be placed in a capital improvements account for Fire and EMS equipment replacement.

Mr. McCall (member of the Emergency Services Committee) explained the Emergency Services Committee discussed the recommendations at length. The Committee believes the additional \$10,000 to Damascus and Green Springs Fire Departments will help them start the new fiscal year.

The board devoted substantial discussions to the recommendations of the Emergency Services Committee with the following action being taken:

On motion of Mr. McCall, second by Ms. Mumpower, the Board acted to approve the recommendations of the Emergency Services Committee.

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

<i>Mr. Gibson</i>	<i>Nay</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

9. Request for Further Discussion of Board Action Taken at May 17 Recessed Meeting Regarding Employee Compensation Increases Effective July 1

Mr. Gibson explained he asked for this item to be placed on the agenda for further discussion. Mr. Gibson stated at the May 17 recessed meeting he should have asked for action on the salary adjustments to be tabled. Mr. Gibson expressed his respect for county employees; however, the fiscal times are tough, the economy is suffering, and the Board approved a five cent increase on real property tax rate. Mr. Gibson stated his difficulty in justifying a pay increase for County employees when they will already be receiving a mandated raise to cover the Virginia Retirement System (VRS) contributions.

A motion was made by Mr. Gibson that beyond the state mandated five percent increase to cover employee VRS contributions that employees making less than \$50,000 receive a three percent salary adjustment, and those above \$50,000 receive only the five percent increase mandated by the state. The motion died for lack of a second.

A motion was made by Mr. Gibson to make the salary adjustment effective December 1, 2012. The motion died for lack of a second.

Lengthy discussions ensued among the Board. No further action was taken.

b. Information Items

There were no informational presentations made to the Board.

9. Board Member Reports

Mr. Gibson reported on attending the National Law Enforcement Week event held at the Washington County Sheriff's Office. It was a good event honoring officers injured or killed in the line of duty.

Mr. Gibson reported on a recent meeting of the Washington County Fireman's Association. Concerns were expressed at this meeting about fire services not being funded as requested. This is the reason for his recommendations for additional funding made at the May 17, 2012 recessed meeting.

Mr. Owens reported that he, Mr. Gibson and Tony Holbrook, surveyor for Southeast Land and Mineral toured some of the proposed drilling sites in the County. Most of the proposed sites are on top of mountains and not located near streams. Many of the sites are located in such a way they cannot be seen from the highway. Mr. Owens explained a great deal of information was learned about natural gas extraction and fracking. Mr. Holbrook offered to get a company out of Vansant to make a presentation to the Board to talk about fracking, how it is done, and when it is done. Mr. Owens asked the County Administrator to place an item on the agenda for the June 12, 2012 regular board meeting for discussion about arranging a presentation.

Mr. Straten reported on the tour of the new library in Damascus. The facility should be ready for operation in August. It will be a nice landmark in Damascus.

Mr. Straten encouraged Board members to enroll in the Virginia Association of Counties Supervisor Certification Program.

10. Board Information and Reminders (County Administrator and County Attorney)

Mr. Reeter provided reminders of upcoming meetings and reviewed various materials of interest with the Board.

11. Adjourn or Recess

On motion of Mr. Gibson, second by Mr. Owens, it was resolved to

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

<i>Mr. Gibson</i>	<i>Aye</i>
<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Mr. Pennington</i>	<i>Aye</i>
<i>Mr. Stevens</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>

5-22-12

18138

Prepared by:

Naoma A. Norris, Recording Clerk

**Approved by the Washington County Board
of Supervisors:**

Joseph C. Straten, Chairman