

BOARD OF SUPERVISORS MEETING

March 17, 2020

A meeting of the Campbell County Board of Supervisors was held on March 17, 2020 at 6:00 p.m. in the Multi-Use Room of the Walter J. Haberer Building, Rustburg, Virginia. The members present were:

Charlie A. Watts II, Chairman, Presiding	Brookneal Election District
Kenneth R. Brown	Spring Hill Election District
Matt W. Cline	Concord Election District
Jon R. Hardie	Rustburg Election District
Susan R. Hogg	Timberlake Election District
A. Dale Moore	Altavista Election District
Steve W. Shockley	Sunburst Election District

Also present were:

Frank J. Rogers, County Administrator
Clifton M. Tweedy, Deputy County Administrator
Catherine H. Moore, Clerk to the Board

Chairman Watts called the meeting to order at 6:00 p.m.

// LOCAL GOVERNMENT BUDGET INFORMATION

Administrator Rogers took this opportunity to share with the Board members how local government budgets were funded. Budgets were developed on a fiscal year basis from July 1 through June 30th and funded through federal, state and local revenues. He also explained there were a variety of agencies under direct authority and control of the Board of Supervisors, but were funded in part by the County, but governed under various structures. State Code requires localities to adopt the Schools budget by May 15th.

The County budget was divided into several categories:

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| ➤ General Government Administration | 7% |
| ➤ Judicial Administration | 2% |
| ➤ Public Safety | 20% |
| ➤ Public Works | 2% |
| ➤ Health & Welfare | 16% |
| ➤ Parks, Recreation & Cultural | 3% |
| ➤ Community Development | 2% |
| ➤ Transfers | 44% |
| (includes Schools, CIP, Solid Waste, Health Insurance Fund) | |
| ➤ Debt Service | 5% |
| (to be created in April 2020) | |

State funding includes Compensation Board funding for the Constitutional Officer positions and organizations, Social Service programs and grants. Federal Funds were mostly directed to Social Service programs and some grants.

Administrator Rogers provided additional information regarding the Compensation Board funding for the Commissioner of the Revenue, Treasurer, Registrar, Courts, Commonwealth's Attorney and Sheriff's Department. The funding levels were based upon population and those employees were considered state supported local employees. Campbell County, like many other localities, fund those offices over and above the State allocation. For reference, when the State approves a raise for State employees and state supported local employees, the raise was applied to the State approved positions. Constitutional Officers retained ultimate responsibility and authority over their respective areas of influence. Most of the time Constitutional Officers signed onto the personnel policies of local governments and were treated the same as local government employees as far as compensation and leave policies.

Additional information was provided on the Sheriff's Office as it was a larger Constitutional Office. In the Sheriff's Office, there were 77 full-time positions on the payroll, and of those 47 were funded through the Compensation Board, one (1) was a locally funded School Resource Officer and 13 were School funded School Resource Officers.

The Social Services Department were governed by State rules, regulations and oversight, but received Federal, State and local funding. The local Social Services department receives monthly reimbursement of the federal and state share of expenditures associated with mandated programs. The Medicaid Expansion expenses were currently funded 100% with Federal and State resources, but in 2021 those expenses would require a 15% local match.

The School budget was a large part of the local budget, and local funding supplements the State funding to provide adequate resources. The State funding was determined by the State's Standards of Quality (SOQs). The State Code requires a May 15th deadline to adopt the budget for the Schools and is required to be appropriated in total or within several categories.

Administrator Rogers provided additional information on how State raises were applied to the County budget. The recently adopted State Budget includes a 2% bonus effective December 1st, and raises would be discussed further during the upcoming budget process keeping in mind the Board's priority to retain Public Safety employees. Adoption of the budget does not provide authorization to spend the funds; this was done through the appropriation of funds. The budget could only be approved after conducting a public hearing which must be advertised seven (7) days prior to the hearing. The Board must then wait at least seven (7) days following the public hearing to adopt the budget.

In summary, many of the largest expenditures in the budget – Schools, Sheriff's Department, Social Services, were not funded solely with local dollars. Administrator Rogers indicated staff works to optimize local funds to leverage the greatest reimbursement of State and Federal resources. The most effective way to govern the budget was to remain focused on primary policy objectives and be certain the budget proposal reflected those priorities.

Administrator Rogers added the budget books would be provided at the next meeting, but cautioned the Board the coronavirus may impact future revenues.

Chairman Watts had a question about a \$25,000 reduction in the Planning and Development budget. Administrator Rogers advised the County discontinued a payment to the Town of Altavista due to the agreement to transfer the Dearing Ford Industrial Park to the Town for \$1,000,000. He also reminded the Board that every other year the County funds audits for the fire departments or rescue squads which was reflected in the budget changes each year.

// COVID 19 UPDATE

Administrator Rogers indicated there were lots of uncertainty related to the Covid 19 virus outbreak. A conference call meeting was planned for the following afternoon with Dr. Kerry Gateley, Lynchburg Health Director. Library and Recreation programs have been closed, and staffing adjustments have been made in all other departments. Administration has communicated to staff that school closures may put an undue burden on them and to work with their Supervisors on work schedules and leave. The County had a very generous leave accrual policy and a family oriented environment. Administrator Rogers has surveyed County leadership to determine essential personnel and what tasks were mandatory and what tasks could be postponed. Staff would also determine what technology was available to create a virtual Emergency Operations Center, if necessary. The County would continue to operate, but would be mindful and respectful of safety measures.

A Local Declaration of Emergency could be made by the County Administrator with concurrence of the Board. It was the consensus of the Board to not make the declaration until there was evidence of a local coronavirus case. A local declaration would allow the County to avail itself of any state or federal dollars available and streamline procurement processes.

// ADJOURNMENT

On motion of Supervisor Shockley, the meeting of the Board of Supervisors was adjourned at 7:00 p.m.

The vote was: Aye: Brown, Cline, Hardie, Hogg, Moore, Shockley, Watts
Nay: None
Absent: None

CHARLIE A. WATTS, II, CHAIRMAN

Approved: _____