

BOARD OF SUPERVISORS MEETING

April 7, 2020

The regular meeting of the Campbell County Board of Supervisors was held on the 7<sup>th</sup> day of April 2020 in the Board of Supervisors meeting room of the Walter J. Haberer Building, Rustburg, Virginia. The members present were:

Jon R. Hardie Vice-Chairman, Presiding	Rustburg Election District
Kenneth R. Brown	Spring Hill Election District
Matt W. Cline	Concord Election District
Susan R. Hogg (remote participation)	Timberlake Election District
A. Dale Moore	Altavista Election District
Steve W. Shockley	Sunburst Election District

Absent was:

Charlie A. Watts II, Chairman	Brookneal Election District
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Also present were:

Frank J. Rogers, County Administrator  
 Clifton M. Tweedy, Deputy County Administrator  
 F. E. "Tripp" Isenhour, III, County Attorney  
 Catherine H. Moore, Clerk

Vice-Chairman Hardie called the meeting to order at 6:00 p.m. He advised Chairman Watts was not able to attend the meeting due to a medical concern.

The World Health Organization declared Coronavirus 2019 (COVID-19) a Public Health Emergency of International Concern and later declared the spread of COVID-19 a pandemic on March 11, 2020. Governor Ralph Northam declared a State of Emergency on March 12, 2020 to prepare and coordinate Virginia's response to the potential spread of COVID-19. This action closed the schools and colleges for two weeks. On Friday, March 20<sup>th</sup> the County Administrator declared a local emergency. On March 23<sup>rd</sup> Governor Northam closed all non-essential businesses and banned all gatherings of more than 10 people until April 23<sup>rd</sup>. Then on March 30<sup>th</sup> the Governor implemented a Stay at Home order until June 10, 2020 due to the COVID-19 global pandemic meaning Virginians should only leave home for food, supplies, work, medical care or exercise/fresh air purposes. This order effectively closed schools for the remainder of the school year.

In light of the recommendations to limit gatherings of more than 10 people, the County provided an opportunity for the Board members, employees, and citizens to participate in the meeting via Zoom. Supervisor Hogg requested to participate in the meeting by remote participation. According to the Board's Electronic Participation Policy, a motion by the Board was required to approve her request. To provide for social distancing, the staff and the Board were spaced accordingly, and the meeting could also be viewed in the Multi-Use Room or heard in the Board Conference Room.

// REQUEST FOR ELECTRONIC MEETING PARTICIPATION

Supervisor Hogg requested permission to participate from her home in the April 7, 2020 regular meeting through electronic communication.

On motion of Supervisor Cline, it was resolved the Board of Supervisors approves Supervisor Hogg's request to participate in the April 7, 2020 regular meeting through electronic communication from her home.

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

Following the Pledge of Allegiance, a moment of silence was observed.

// APPROVAL OF MINUTES

Two sets of minutes were submitted for approval.

On motion of Supervisor Shockley, it was resolved the Board of Supervisors dispenses with the reading and approves the minutes of the February 4, 2020 regular meeting as presented.

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

On motion of Supervisor Brown, it was resolved the Board of Supervisors dispenses with the reading and approves the minutes of the February 18, 2020 Joint Meeting with the School Board as presented.

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

// PRESENTATION OF FY 2021 SCHOOLS BUDGET

Dr. Robert Johnson, Superintendent of Campbell County Schools, presented an overview of the School's FY 2021 Budget request.

Before detailing the Schools budget, Dr. Johnson indicated the proposed budget was based on the Governor's budget pre-COVID-19. However, due to the COVID-19 pandemic, there was an uncertainty of State revenues, and Governor Northam had already put in place a State hiring freeze and requested State agencies to curtail any unnecessary spending. There was speculation the Governor would be amending his budget as soon as the weekend. Once the new funding formulas were provided by the Department of Education, Dr. Johnson would work with the School Board on amending its budget. The adjusted budget would then be forwarded to the Board of Supervisors.

Dr. Johnson commented the Schools' budget was good while it lasted, and for the first time the revenues were back to 2008 revenues (inflation adjusted). He hoped the Schools would be able to move forward with some of the included initiatives, but that would be determined once the new funding formulas were received.

The proposed budget includes a three (3%) percent across-the-board salary increase for all employees, two new counselor positions, one new ELL (English as a Second Language) teacher, two Special Education teachers, and one additional Maintenance position. There was also funding that would implement pay increases for classified employees (bus drivers, teachers aides, etc.) per the recently completed study, adjustments to the salary scale to implement the General Assembly approved minimum wage requirements (\$9.50) and to eliminate reduced lunch fees per Federal program requirements. Those students that qualified for a reduced lunch would receive a free lunch. Dr. Johnson reminded the Board the minimum wage legislation increases the minimum wage incrementally over the next several years unless the General Assembly delayed those increases.

In summary, the Schools budget requests level funding from the County. Dr. Johnson explained the School Board budget was funded by category, with Instruction making up the largest part of the budget. The School Nutrition budget, a federal program, was funded separately.

In answer to a question by Supervisor Brown, Dr. Johnson did not know what to expect concerning the revenue impact of the COVID-19 pandemic on local school funding, but he anticipated some or all new initiative funding would be put on hold. This may include the initiatives to expand Pre-K, the increases to the minimum wage and salary increases. Supervisor Brown reiterated his priority for teacher and school employee compensation. Taking into consideration the proposed 3% salary increase, Supervisor Hogg asked where Campbell County

would rank in teacher pay in the region. Dr. Johnson indicated the ranking would change very little as most of the localities were also proposing increases in teacher compensation. In another question, hiring bus drivers was still a challenge, but changes at the State level as to licensure requirements may help on that end. Hiring drivers was not just a Campbell County issue, but a problem across the business sector.

Other questions from the Board concerned the driver's education program and if custodial and bus driver staff were currently being paid during the school closure. Dr. Johnson indicated students could do the classroom part of driver's education online, but they could not do the behind the wheel part right now. Custodians and bus staff were being paid as well. The custodians were working at the schools on a rotational basis. Bus staff was being utilized in the meal distribution program. Dr. Johnson noted that on Monday, April 6<sup>th</sup>, over 10,000 meals were distributed County-wide. Additional questions concerned the transmission of college transcripts for seniors, grading and graduation protocols and registration of Pre-K and kindergarten students. Dr. Johnson commented that teachers were working really hard to provide on-line learning resources and reaching out to their students. Supervisor Hogg was complimentary of the Brookville High School guidance staff in reaching out to her daughter who was a senior. As to graduation ceremonies, the Schools realized the importance of those ceremonies and were discussing plans to host graduations later in the summer or fall.

// DECLARATION OF LOCAL EMERGENCY

On Friday, March 20, 2020 Administrator Rogers declared a local emergency in accordance with Virginia Code §44-146.16 related to the threat to public health and safety to the residents of Campbell County posed by and resulting from the COVID-19 virus. Endorsement by the Board of Supervisors of that declaration is required within 45 days. Having a declaration of local emergency would allow the County to streamline procurement processes, activate the County's Emergency Operations Plan, and authorize the County Administrator to regulate the use, sale and distribution of food and other commodities.

On motion of Vice-Chairman Hardie, it was resolved the Board of Supervisors endorses the following Declaration of local Emergency:

**DECLARATION OF A LOCAL EMERGENCY  
IN RESPONSE TO CORONAVIRUS 2019 (COVID-19)**

**WHEREAS**, the World Health Organization has declared Coronavirus 2019 (COVID-19) a Public Health Emergency of International Concern; and

**WHEREAS**, the World Health Organization declared the spread of COVID-19 a pandemic on March 11, 2020; and

**WHEREAS**, the Governor of Virginia declared a State of Emergency on March 12, 2020 to prepare and coordinate Virginia's response to the potential spread of COVID-19; and

**WHEREAS**, the threat to public health and safety to the residents of the County of Campbell, Virginia posed by and resulting from the COVID-19 virus is of sufficient severity and magnitude to be an emergency as defined by Virginia Code Section 44-146.16.

**NOW, THEREFORE, BE IT RESOLVED** pursuant to the authority vested in me by Virginia Code Section 44-146.21, as County Administrator and as the County's Director of Emergency Management, I hereby declare that a local emergency exists within the County of Campbell. This declaration shall activate the County's local emergency operations plan and authorize the furnishing of aid and assistance thereunder.

**BE IT FURTHER RESOLVED** that this Declaration shall authorize the Director of Emergency Management to mitigate the harms of such emergency to the citizens of Campbell County through the use of all the enumerated powers and duties granted to him under this Declaration pursuant to Virginia Code Section 44-146.21 (C).

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

Absent: Watts

// ADOPTION OF EMERGENCY OPERATIONS PLAN

Tracy Fairchild, Director of Public Safety, presented for approval the revised Emergency Operation Plan (EOP). Localities were required to update and adopt its EOP every four years. The majority of the revisions were contact names and numbers. Mrs. Fairchild acknowledged a few minor corrections that would be made to the final document. The next revision would look different as the State was moving to a digital format.

On motion of Supervisor Cline, it was resolved the Board of Supervisors adopts the following resolution:

**WHEREAS**, the Board of Supervisors of Campbell County, Virginia recognizes the need to prepare for, respond to, and recover from natural and man-made disasters, and

**WHEREAS**, the County of Campbell has a responsibility to provide for the safety and well being of its citizens and visitors and

**WHEREAS**, the County of Campbell has established and appointed a Director and Coordinator of Emergency Services

**NOW, THEREFORE, BE IT HEREBY PROCLAIMED** by the Board of Supervisors of the County of Campbell, Virginia that this Emergency Operations Plan as revised February 10, 2020 is officially adopted, and

**IT IS FURTHER PROCLAIMED AND ORDERED** that the Director of Emergency Services, or his designees, are tasked and authorized to maintain and revise as necessary this document over the next four year period or until such time it be ordered to come before this Board.

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

// UPDATE ON LOCAL RESPONSE TO COVID-19

Mrs. Fairchild advised the Public Safety Department is in daily contact with the Virginia Department of Health (VDH), and there were three (3) confirmed cases in Campbell County. One of those patients was transported by Campbell County EMS and two were at Centra Hospital in the ICU. Her staff was using the appropriate personal protective equipment (PPE) and cleaning protocols. The VDH also notifies Public Safety of positive cases and the addresses of anyone who would be in isolation at home so that Public Safety responders would be aware.

To further safeguard the health of the Public Safety employees, there was limited access into the building and they have increased the sanitation of equipment from shift to shift. The Animal Shelter was closed to the public except for emergency animal placements, and the Animal Control Officers were working from home. The EMS crews have had refresher training on the cleaning of trucks and equipment and the use of PPE. Should an employee have exposure to the virus, a quarantine process has been put in place.

Administrator Rogers indicated the libraries were closed as well as Parks & Recreation programs. The playgrounds were open, but bathrooms and playground equipment were closed to the public. County offices were closed to the public, and citizens were encouraged to contact staff through e-mail and telephone. There were a number of staff working from home, but there were still staff in the field conducting building/erosion and sedimentation inspections. Administrator Rogers acknowledged the work of not only the Public Safety Department and the Sheriff's Department, but also the custodial and maintenance crews, the Public Information staff and everyone at the County level. Staff was using this opportunity to find new ways to engage and interact, and should there be an exposure to the virus in a County office, the County would have to take the appropriate action.

In answer to a question by Supervisor Hogg, the County's main channel of information was through Mrs. Fairchild, the press conferences by the Governor and through the Virginia Association of Counties (VACo). As to future projections, Mrs. Fairchild indicated there were several projections, but one that was most accepted was that Campbell County would peak in cases around April 20<sup>th</sup>. She added that calls to the Sheriff's Department and EMS call volume had dropped significantly due to most people were afraid to go to the emergency room. Mrs. Fairchild added she has observed most citizens adhering to the social distancing measures.

The meeting was recessed at 6:57 p.m. to reconvene for the 7:00 p.m. public hearings.

// PUBLIC HEARING – REZONING REQUEST AT 273 RIVERBEND ROAD

The first public hearing was opened at 7:00 p.m. on:

PL-20-017 Request by Michele Dionisio, managing member for In Town Enterprises, LLC, to rezone property located at 273 Riverbend Road from Agricultural to Business – General Commercial to allow for the expansion of the existing antique shop to include general retail sales. The property is located in an area designated as medium to high density mixed per the current Comprehensive Plan.

Paul Harvey, Director of Community Development, reviewed the zoning report indicating this request was to rezone 1.379 ± acres from Agricultural to Business – General Commercial in order to allow for the expansion of the existing antique shop to include general retail sales at 273 Riverbend Road in the Altavista Election District. The applicant requested the rezoning in order to allow for the expansion of the existing antique shop to include general retail sales such as clothing and new merchandise. There were no plans to expand the buildings on the property, only to expand inventory in the existing buildings.

The land use was mixed use in nature, and the zoning in the vicinity was Business – General Commercial; Business – General Commercial, Conditional; Industrial – Heavy, Conditional; Residential – Single Family; Residential – Single Family, Conditional; Residential – Multi Family; Residential – Multi Family, Conditional; and Agricultural. Two existing entrances on Riverbend Road serves the property, and the request would not significantly impact the traffic flow. The property was served by public water and a private on-site septic system. According to the Comprehensive Plan, the property was located in an area designated as medium to high density mixed, and this area was in the process of being designated as high density. The Planning Commission recommended approval of the request by a vote of 7-0 citing good zoning practice.

**Michele Dionisio**, 4395 Moons Road, Long Island, owns and operates MAD Bidy's Antiques located at 273 Riverbend Road, Altavista. She has been asked by her customers for different items. She would like to expand to include those items, but they were not allowed under her current agricultural zoning.

No one spoke in favor of or in opposition to the zoning request. The public hearing was closed at 7:05 p.m.

Supervisor Moore acknowledged Mrs. Dionisio had a very good business and offered the following motion to approve the request.

On motion of Supervisor Moore, it was resolved the Board of Supervisors accepts the recommendation of the Campbell County Planning Commission and **APPROVES** Request #PL-20-017 by Michele Dionisio, managing member for In Town Enterprises, LLC, to rezone property located at 273 Riverbend Road from Agricultural to Business – General Commercial to allow for the expansion of the existing antique shop to include general retail sales.

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

// PUBLIC HEARING – ORDINANCE TO ESTABLISH EMERGENCY PROCEDURES FOR DURATION OF THE COVID-19 PANDEMIC

The last public hearing was opened at 7:05 p.m. to receive public comment on the passage of an ordinance to establish emergency procedures for the continuity and operation of the government of the County of Campbell for the duration of the COVID-19 pandemic, pursuant to Virginia Code Ann. §15.2-1427 and §15.2-1413. The provisions of this ordinance would expire upon declaration by the Governor of Virginia that the emergency in the Commonwealth has ended, or six months from the date of its passage, whichever was earlier.

Administrator Rogers indicated the ordinance would allow the Board of Supervisors to meet electronically for a period of no more than six months or until such time as it was safe for the public to physically attend meetings and the County's public buildings were reopened, whichever was earlier. Meetings would be conducted in a format which allowed citizens to observe and participate electronically. Due to the closure of public buildings, meeting notices, agendas and instructions regarding how citizens might observe and participate in meetings would be posted on the County's website only. This would also allow other County boards and commissions to meet electronically as necessary under the same conditions.

No one spoke in favor of or in opposition to the proposed ordinance. The public hearing was closed at 7:08 p.m.

On motion of Supervisor Moore, it was resolved the Board of Supervisors adopts the following ordinance:

AN ORDINANCE TO ESTABLISH EMERGENCY PROCEDURES FOR THE CONTINUITY  
AND OPERATION OF THE GOVERNMENT OF THE COUNTY OF CAMPBELL FOR THE  
DURATION OF THE COVID-19 PANDEMIC

WHEREAS, on March 12, 2020, the Governor of the Commonwealth of Virginia, in Executive Order Number Fifty-One declared a state of emergency and disaster within the Commonwealth of Virginia pursuant to Code of Virginia Section 44-146.16 of the Code of Virginia; and

WHEREAS, on March 20, 2020, the Director of Emergency Management declared a local emergency; and

WHEREAS, on April 7, 2020, the Board of Supervisors of Campbell County met and adopted a Resolution ratifying the emergency declaration, and therein made a finding that due to the severe existing and likely impact of the COVID-19 pandemic on the County of Campbell, there now exists a disaster in the County of Campbell; and

WHEREAS, the impacts to public health, the County's economy, and the operation of the County's government are likely to be protracted, lasting potentially several months; and

WHEREAS, there are actions which must be taken by the County of Campbell in the next several months which will, by law, require the action of the County Board of Supervisors, and currently it is unsafe for physical meetings to occur in order to conduct normal, required business operations; and

WHEREAS, Section 15.2-1413 of the Code of Virginia (1950) as amended, provides that "*notwithstanding any contrary provision of law, general or special, any locality, may, by ordinance, provide a method to assure continuity in its government, in the event of an enemy attack or other disaster. Such ordinance shall be limited in its effect to a period not exceeding six months after any such enemy attack or disaster and shall provide for a method of resumption of normal governmental authority by the end of the six-month period (emphasis added)*"; and

WHEREAS, Section 2.2-3708.2 of the Code of Virginia provides for electronic meetings in the event of an emergency but does not currently extend the authority for electronic meetings to issues not involving the emergency. Given the likely duration of this disaster, meetings of Board of Supervisors and other Boards and Commissions must be held in the interim for the continuity and continuing operation of the functions of the County's government, including but not limited to the adoption of the County's budget; and

WHEREAS, given the severe limitations on the gathering of people during the COVID19pandemic, which gathering is necessary and required for many essential tasks of the County government, as well as to fulfill the necessary obligations of the County to its residents and businesses, the County Council finds it necessary to provide, by ordinance, a method of transacting necessary public business during the disaster without the physical attendance or gathering of people during the duration of the COVID-19 disaster.

THEREFORE, it is hereby ORDAINED pursuant to Section 15.2-1413 of the Code of Virginia; the following emergency measures are ADOPTED by the Campbell County Board of Supervisors:

1. The Campbell County Board of Supervisors may meet electronically until such time as it is safe for the public to physically attend meetings and the County's public buildings are reopened, as evidenced by a declaration of the Governor of Virginia that the emergency in the Commonwealth of Virginia has ended. A quorum of County Board must participate in the electronic meeting in order to conduct business. Meetings shall be conducted in an electronic format which allows and enables citizens to both observe and participate in said meetings electronically. Due to the closure of public buildings, meeting notices and agendas shall be posted on the County's website only. All other meeting requirements of the Virginia Freedom of Information Act shall be met. Instructions regarding how citizens may observe and participate in meetings shall be maintained on the County's website; and

2. Other County boards and commissions may meet electronically as necessary pursuant to the requirements of Section 1 above. A quorum must participate in the electronic meeting to conduct business.

3. Public hearings may be conducted electronically, provided the meeting meets the requirements of Section 1 above. Public hearing notices shall be published in newspaper with general local circulation as required by the Code of Virginia, and information regarding electronic participation shall be provided in the notice. The County Administrator shall have the sole discretion to proceed with a public hearing pursuant to this Section 3 or a public meeting pursuant to Section 4 or postpone the action until the emergency declaration is lifted.

4. Any other public meeting which is required pursuant to law, including but not limited to the Virginia Public Procurement Act, or any other law of the Commonwealth of Virginia, or the Code of the County of Campbell, shall be held electronically, and meeting participants shall be provided direction for how to participate in the meeting prior to the start of the meeting. The provisions of this ordinance shall expire upon declaration by the Governor of Virginia that the emergency in the Commonwealth is ended, or October 7, 2020, whichever is earlier.

This ordinance shall take effect immediately upon its adoption.

The vote was: Aye: Brown, Cline, Hardie, Hogg, Moore, Shockley

Nay: None

Absent: Watts

// PRESENTATION OF FY 2021 COUNTY BUDGET

Administrator Rogers presented an overview of the FY 2021 County Budget. The Board members would receive their Budget Books at this meeting, and a work session was scheduled for Tuesday, April 14<sup>th</sup>. Just as Dr. Johnson mentioned, there were some unknowns as to what impact the pandemic would have on revenues. If necessary, additional amendments may be necessary during the upcoming budget process.

The FY 2021 Budget proposal included revenues from the recent general reassessment and included a number of initiatives that would require significant investment such as School Capital Needs, Solid Waste Disposal, Public Safety Radio system and Countywide Broadband. Local revenue projections were reduced in anticipation of lingering effects from the COVID-19 economic impacts. Sales Tax revenue was reduced by \$100,000, Transient Occupancy Tax projections were reduced by \$20,000, and Interest on Investment revenue was reduced by \$80,000. General property taxes were projected to increase by more than \$800,000, and Other

Local Taxes by more than \$1.7 million (sales taxes and meals taxes). Total Local Revenues were projected at \$61,201,561, an increase of just under \$2.5 million from FY 2020. Staff was projecting State revenues would be down by more than \$400,000, and Federal revenues up by more than \$340,000. This brought total revenues from local, state and federal to \$79,676,586, up just over \$2.4 million from the FY 2020 adopted budget.

Vice-Chairman Hardie asked if there were any State or Federal funds to offset individuals who use EMS transport related to the COVID-19 pandemic. Administrator Rogers was not aware of any funding yet to offset those costs at the local level, but this situation was changing daily.

Administrator Rogers advised that requests and concerns from the Budget Public Forum were addressed in the budget proposal. Level funding was provided for Red Hill in the amount of \$2,500; funding remains in the FY 2024 and FY 2025 CIP for an improved Animal Shelter, and funds were allocated in the CIP for ongoing improvements to the Historic Courthouse. The Commissioner of the Revenue was working to address the assessment of business vehicles that was raised at the Budget Forum, and the proposed budget includes a five (5) cent reduction in Machinery & Tools rate to assist business interests in the County. The 5-cent reduction would be about \$94,000 in revenue.

The key provisions of the FY 2021 Budget were outlined as follows:

#### Solid Waste

- Directs an additional \$950,000 to the Solid Waste Fund to pay for trash disposal costs due to the default of Nelson and Appomattox counties under the Region 2000 Service Authority Member Use Agreement.

#### Education

- Level funds FY20 Local Appropriation for Schools at \$28,386,460; and
- Directs Meals Tax Revenues of \$1,750,000 to fund the School CIP needs; and
- Level funds \$382,399 for school maintenance needs.

#### Economic Development

- Level funding in the amount of \$125,000 for Economic Development Site Enhancements/Broadband

#### Public Safety

- Includes additional \$250,000 as annual payment for membership in the Regional Radio Board communication system.

#### Employee Compensation

- Includes funding for a 3% across the Board or \$1,000 raise-whichever is greater—for all full-time employees effective December 1, 2020.
- Provides adequate funding to address the minimum wage mandate.

#### Taxes

- Includes a 5¢ reduction in the Machinery & Tools tax rate.

At an earlier meeting, Supervisor Cline asked staff to address in the FY 2021 Budget a retention strategy for Public Safety employees. The above employee compensation funding was developed in concert with Sheriff Clark with a commitment to use that strategy over a four-year period.

In summary, the total budget of \$79,676,586 includes requested positions in Dispatch, Facility Improvements to the Brookneal and Rustburg Rescue facilities, funding for law enforcement K9s (grants also available for this purpose), an Administrative Assistant position in Management Services, and reducing the wage increase from 12 months to 7 months. Administrator Rogers showed highlights of expenditures, as follows:

Total Revenue Growth:	\$2,414,894
Solid Waste Funding:	(\$950,000)
Seven (7) Months Raise	(\$418,526)

Childrens Services Act	(\$302,713)
Radio Board Funding	(\$250,000)
Blue Ridge Regional Jail	(\$100,000)
Additional Funds to CIP	(\$70,000)
<u>Various Other Changes</u>	<u>(\$323,655)</u>

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The Board would have an opportunity to discuss the budget further at the April 14<sup>th</sup> meeting and set a tax rate for advertisement. The Board commended staff on the development and presentation of the budget. Vice-Chairman Hardie particularly liked the employee compensation recommendations and would like the Schools to consider a similar process to provide infusions into the salary scale.

// HIGHWAY MATTERS

Clif Tweedy, Deputy County Administrator, updated the Board on highway matters from the previous meeting. It was anticipated attention to trash pickup along County roadways would resume once the COVID-19 pandemic had eased.

Two resolutions were presented for approval to bring two revenue sharing projects completed in the Holiday Forest Subdivision, Cresthill Road and Night Hawk Road, into the State Secondary System.

Cresthill Road

On motion of Supervisor Hardie, the following resolution was adopted:

**WHEREAS**, the Holiday Forest Association has requested the Virginia Department of Transportation to provide an estimate for the construction of Cresthill Road, beginning at Route 851 and ending at a cul-de-sac, to standards meeting the requirements of the Virginia Department of Transportation, and

**WHEREAS**, the Virginia Department of Transportation has provided an estimate for the cost for said Rural Addition and the affected property owners have donated through the County \$123,732.00, fifty (50) percent of the estimate.

**NOW, THEREFORE BE IT RESOLVED**, that the Virginia Department of Transportation is hereby requested to add to the Campbell County Secondary Road System for construction and maintenance of the following section of road in accordance with Sections 33.2-335 and 33.2-336 of the Code of Virginia.

**Name of Street:** Cresthill Rd, State Route 856

**From:** Route 851

**To:** A point 1.15 mi east of Route 851,

**Length:** 1.15 miles.

**BE IT FURTHER RESOLVED**, this Board guarantees a minimum unrestricted 50-foot right of way with additional widths as may be necessary for cuts, fills and drainage together with easements on adjacent properties.

Recorded in Plat Book 21, Pages 6 and 11 on May 01, 1974.

The vote was: Aye: Brown, Cline, Hardie, Hogg, Moore, Shockley

Nay: None

Absent: Watts

Night Hawk Road

On motion of Supervisor Cline, the following resolution was adopted:

**WHEREAS**, the Holiday Forest Association has requested the Virginia Department of Transportation to provide an estimate for the construction of Night Hawk Road, beginning at

Route 850 and ending at the intersection with Kingswood Lane, to standards meeting the requirements of the Virginia Department of Transportation, and

**WHEREAS**, the Virginia Department of Transportation has provided an estimate for the cost for said Rural Addition and the affected property owners have donated through the County \$123,732.00, fifty (50) percent of the estimate.

**NOW, THEREFORE BE IT RESOLVED**, that the Virginia Department of Transportation is hereby requested to add to the Campbell County Secondary Road System for construction and maintenance of the following section of road in accordance with Sections 33.2-335 and 33.2-336 of the Code of Virginia.

**Name of Street:** Night Hawk Rd, State Route 857

**From:** Route 850

**To:** A point 0.37 mi north of Route 850,

**Length:** 0.37 miles.

**BE IT FURTHER RESOLVED**, this Board guarantees a minimum unrestricted 50-foot right of way with additional widths as may be necessary for cuts, fills and drainage together with easements on adjacent properties.

Recorded in Plat Book 21, Page 12 May 06, 1974.

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

Mr. Tweedy advised the Revenue Sharing application was properly submitted, and staff expects to hear the outcome of that application in about two (2) months. Work was continuing on the Smart Scale application; the Central Virginia Planning District Commission (CVPDC) would submit an application on the Timberlake/Laxton/Greenview Drive project, and the County would submit requests on the Board's remaining four priorities. Staff would advise when the required Six Year Plan public hearing would be advertised.

From the Board:

- Vice-Chairman Hardie reported potholes on the roadway toward the Food Lion Shopping Center in Rustburg. This was not a State maintained road, but Mr. Tweedy would inquire if VDOT would look at that situation since it was near the stoplight.
- Supervisor Brown asked if VDOT would address the uneven roadways at the intersection of Route 29 and Route 24, particularly north of the intersection.

// CONSENT AGENDA

On motion of Supervisor Shockley, it was resolved the Board of Supervisors approves the following under the Consent Agenda:

a) Appropriations –

1. General Fund, Economic Development, appropriating \$100,592.01 to Tobacco-Pastures/Crops/Livestock Grant; and raises estimated revenue, Tobacco-Pastures/Crops/Livestock PHS II by \$100,592.01, grant funds from the Tobacco Commission for the Phase II-Central Virginia Pasture, Crops and Livestock Grant;
2. General Fund, Community Support Grants, appropriating \$6,239 to FEMA/EFSP; and raises estimated revenue FEMA/EFSP Fed Grant by \$6,239, additional Emergency Food and Shelter Program (EFSP) funds to assist residents with housing and utility cost;
3. General Fund, Public Safety, appropriating \$21,150 to EMS Apparatus/Facility Replace Prog; and raises estimated revenue Sale of Salvage and Surplus by \$21,150, funds from sale of medic unit;
4. Revenue Sharing Road Project Fund, Public Works, appropriating \$17,835.54 to Simon's Run Revenue Sharing, and decreases the General Fund Balance, Assigned for Future

Economic Development, by \$17,835.54, to pay for special coating on sewage pipe for proposed Centra building on Simon's Run site;

5. School Operating Fund, Transportation, appropriating \$2,800 to Purchase Service – VANCO; and raises estimated revenue, VANCO-Conv Funds, by \$2,800, convenience fees collected from VANCO for funds placed on student breakfast/lunch accounts during January 2020;

b) County Attorney invoice –

Approves payment to the County Attorney in the amount of \$17,302.95 for services rendered from February 19, 2020 through March 17, 2020; and

c) New Fund 401, Debt Service Fund –

Staff proposes to create a new Debt Service Fund in order to track debt expenditures independently of the General Fund budgeted items. The County's Financial Advisors have developed a "plan of finance" for the upcoming debt issuances to fund school capital needs and public safety improvements. The newly created fund would provide a single location to account for the County's current debt expenditures, but also to plan for and reflect future debt issuance. The creation of the Debt Service Fund has been vetted with the County's Auditors to ensure proper accounting methods and procedures were followed. The Board has previously assigned (in the Fiscal Year 2020 budget) \$1,889,027 for future debt. These funds, along with funds budgeted for this year's debt service payments would be moved into the new Debt Service Fund. Currently budgeted debt expenditures of \$3,930,067 and the previously assigned funds in the amount of \$1,889,027 would be transferred to the newly created fund.

Approves the creation of the new Debt Service Fund (401) to include:

1. Transferring and appropriating \$1,889,027 of assigned funds from Assigned for Future Debt Service Payments in General Fund 100 to Debt Service Fund 401; and
2. Transferring and appropriating all debt service expenditures, in conjunction with budgeted appropriations, from Debt Service Department 95100 in General Fund 100 to Debt Service Fund 401.

d) Removal of Waste Tires

In response to a Court decision, Campbell County has been tasked with removing approximately 40,000 waste tires on three (3) parcels of property located on Deer Path in Rustburg. The lowest bid was from Tradesman Trucking, Lynchburg, Virginia in the amount of \$82,000.

Accepts the lowest bid from Tradesman Trucking, Lynchburg, Virginia in the amount of \$82,000 to remove approximately 40,000 waste tires on three parcels of property located on Deer Path Road, and approves a transfer of appropriation deleting \$82,000 from the Undesignated Fund Balance and appropriating the same to the CIP, Tire Pile Removal.

e) RFP Determination for EAP Services –

The County's current contract with Reach EAP, LLC for the provision of Employee Assistance program services expires on July 31, 2020. The Board's approval was requested to procure those services by the competitive negotiation process. Sealed bidding to procure those services would be neither practicable nor fiscally advantageous to the County. Factors to consider other than price was the ability of the firm to meet the specifications and required scope of work, experience, qualified personnel, reputation and familiarity with the types of counseling services and treatment programs for County employees.

Determines that competitive sealed bidding was not practicable or fiscally advantageous and authorizes Central Purchasing to use the competitive negotiation process to select a firm to provide prevention, early intervention and treatment of employees' personal problems that may affect job performance; and

e) E-911 PHONE SYSTEM –

The Public Safety Department was requesting to purchase and install new E911 CHE (call handling equipment). The department's current investment in the Motorola Vesta platform has been used for seven (7) years in mission critical applications but was technically outdated and needed to be replaced. The current CHE did not conform to the new Next Generation 911 guidelines (capable to receive integrated text, video, etc.) The objective was to move to a Central Square platform (911 Pro) that would allow for more frequent and timely updates to the CHE. The Central Square product also integrates with the newly acquired CAD (computer-aided dispatch) software. Implementation would occur over a period of approximately six months and would include full Project Management and Field Engineering services. The system would come prestaged and already in racks for ease of installation.

The purchase of the new E911 CHE was the only option compatible with the current CAD software. A sole source letter was received on February 6, 2020 from Central Square Technologies which allows for the purchase outside regular procurement procedures. The total estimated cost of the project is \$150,000 which was fully funded with grant funds from the 911 Services Board.

Authorizes Campbell County to enter into a sole source acquisition with Central Square Technologies, Lake Mary, Florida to install and furnish new E911 CHE Equipment to the Campbell County Public Safety Department in the amount of \$150,000 to be funded through grant funds.

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

// APPOINTMENTS

One appointment was made at this meeting.

Industrial Development Authority

On motion of Supervisor Brown, it was resolved the Board of Supervisors appoints Donald Wooldridge, 4892 Colonial Highway, Evington, Virginia to a four year term until March 17, 2024 on the Industrial Development Authority for the Spring Hill Election District.

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

// MATTERS FROM THE BOARD

- Supervisor Cline thanked staff for keeping the Board informed about what was going on in the County regarding the COVID-19 response and how that information has been relayed to the citizens.
- Supervisor Brown thanked Administrator Rogers for the budget presentation and was particularly pleased with the salary increases proposed for school and Public Safety/Sheriff's Department staff.
- Vice-Chairman Hardie concurred with comments regarding County staff and applauded citizens for their work and sacrifices dealing with the COVID-19 pandemic.
- Supervisor Hogg thanked the IT staff for their efforts to allow her to participate in the meeting from home. She encouraged all citizens to log on and stay informed on what was happening in local government.
- Supervisor Hogg also thanked the Schools on its efforts to keep in touch with the students and parents and for the meals that were going out to families.

// CLOSED MEETING

Vice-Chairman Hardie announced the Board of Supervisors would be going into a closed meeting in accordance with Section 2.2-3711 (A)(3) to discuss the acquisition of real property for a public purpose or of the disposition of publicly held real property, where discussion in an

open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

On motion of Supervisor Brown, it was resolved the Board of Supervisors enters into a closed meeting at 8:15 p.m. to discuss matters related to the acquisition or disposition of publicly held real property, in accordance with the acquisition or disposition of property exemption §2.2-3711 (A)(3) of the Code of Virginia, as amended.

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

// The Campbell County Board of Supervisors entered into a closed meeting on this 7<sup>th</sup> day of April 2020 at 8:15 p.m. to discuss matters related to the acquisition or disposition of publicly held real property, in accordance with the acquisition or disposition of property exemption §2.2-3711 (A)(3) of the Code of Virginia, as amended.

// On motion of Supervisor Cline, it was resolved the meeting return to open session at 8:50 p.m.

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

// On motion of Supervisor Brown, the following resolution was adopted:

#### CERTIFICATE OF CLOSED MEETING

WHEREAS, the Campbell County Board of Supervisors had convened a closed meeting on the 7<sup>th</sup> day of April, 2020 pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3711 of the Code of Virginia requires a certification by the Campbell County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Campbell County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Campbell County Board of Supervisors.

The roll call vote was: Aye: Brown  
Aye: Cline  
Aye: Hardie  
Aye: Hogg  
Aye: Moore  
Aye: Shockley  
Nay: None  
Absent During Meeting: Watts  
Absent During Vote: Watts

// ADJOURNMENT

On motion of Supervisor Hogg, the meeting was adjourned at 8:52 p.m.

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

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JON R. HARDIE, VICE-CHAIRMAN

Approved: \_\_\_\_\_