

ADMINISTRATOR'S REPORT

September 14, 2006

TO: Board of Supervisors

FROM: R. David Laurrell, County Administrator *R. David Laurrell* 9/12/06

RE: Board Meeting September 18, 2006

11:00 a.m. [Public Works Committee](#) (Pendleton, Puckett)
(Meet in Historic Courthouse Conference Room)

1:00 p.m. Call to Order, Invocation by Supervisor Puckett

September 26 Joint Committee Meeting (Gunter, Rosser)
6:15 p.m. Walk Through Yellow Branch Elementary School
6:45 p.m. Dinner
7:00 p.m. Meeting

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES [September 5, 2006](#) regular meeting.

APPEARANCES

Shameka Wright, Human Resources Generalist

2. INTRODUCTION OF NEW EMPLOYEES

Shameka Wright would like to introduce five new employees:

Beverly Eubank – County Administrator's Office

Mary Franklin – Management Services

Jeannie Clay – Management Services

William Voisine – Animal Control

Debbie Happel – Public Safety

Don Austin, Residency Administrator

3. VIRGINIA DEPARTMENT OF TRANSPORTATION MATTERS

The Resident Engineer will be present to receive any highway matters from the Board. There are two resolutions for the Board's consideration:

- A. [Road Viewers Report](#)
- B. [Adjustments to Route 1415](#) [Map \(electronic copy only\)](#)

Rhonda Knight, Director of Development, Virginia Legal Aid Society

4. [UPDATE ON VIRGINIA LEGAL AID SOCIETY](#)

Rhonda Knight will present an update on the Legal Aid Society and its service to the citizens of Campbell County.

ADMINISTRATOR'S ITEMS

Aubrey Cheatham, Director of Public Safety

5. [PERMISSION TO ADVERTISE – LINE OF DUTY ACT](#) (10 min)

Campbell County currently participates in the Virginia Line of Duty Act which provides certain benefits to covered safety personnel (and/or their families) should they suffer a disability and/or death in the performance of required duties. The County Code does not provide coverage for the Director of Public Safety, the EMS Program Manager, the Fire Marshall and the Public Safety Technicians (full time EMS). The Public Safety Committee reviewed an [amendment to the County Code](#) to add coverage for these individuals at its September 5, 2006 meeting.

Recommendation: The Public Safety Committee and staff recommend the Board of Supervisors authorize staff to advertise a public hearing for the adoption of an amended ordinance along with the other semiannual code updates later this Fall.

6. [PUBLIC SAFETY ANNUAL REPORT](#) (10 min)

The Public Safety Department reports annually to the Board of Supervisors on public safety related programs within Campbell County. The [attached report](#) provides an update on the progress made in the areas of animal control, E911, public safety services, fire service, and EMS service.

Recommendation: Staff requires no formal action.

Michael Daly, Director of Youth, Adult and Community Services

7. [CVAAA TRANSPORTATION PROPOSAL](#) (15 min)

Central Virginia Area Agency on Aging (CVAAA) has approached Campbell County about partnering to develop a public transportation system for Campbell County. Utilizing a combination of federal, state and local dollars, CVAAA would propose to deliver weekday transportation services during day time hours within the County using 15-passenger, handicap accessible buses. This would be an opportunity for Campbell County to offer its citizens basic public transportation at minimal cost. Initially a demonstration grant would only require a five (5%) percent local match for the first 15 months, and if the County chose to continue the project, state and federal funding would cover approximately 70% of the cost in subsequent years. A [general cost estimate](#) sheet for both the demonstration grant period and a three year period following the initial grant is attached. Final funding approval would be contingent on a competitive grant award through the Virginia Department of Rail and Public Transportation and the county budget process for local funding. A [schedule is attached](#) outlining the necessary steps for implementing the initial stages of this project.

Recommendation: The Human Services Committee and Staff recommends we pursue this opportunity with Central Virginia Area Agency on Aging and that the Board include transportation in the upcoming Priorities and Initiatives for FY '07'08.

R. David Laurell, County Administrator

8. [REORGANIZATION OF LEGAL SERVICES](#) (15 min)

For several years staff has been discussing with the Board, and more recently with the County Attorney, a reorganization of the provision of legal services to provide for legal counsel to be located on a full time basis in Rustburg. The County currently contracts for legal services. Legal responsibilities continue to grow within the County and include the three primary areas of litigation, Social Services and general corporate legal services. There is a growing need to have a full time legal presence on staff in Rustburg to handle the day-to-day work load of legal issues. A proposed plan is outlined in the attached memorandum along with a list of responsibilities for the County Attorney, the in-house attorney and support staff. There are no additional funds requested for this reorganization beyond what was budgeted in FY 2007, which represent approximately \$20,000 in additional base legal services costs.

Recommendation: Staff is recommending the Board authorize the reorganization of the provision of legal services as outlined on the attached list of duties and in this memorandum to be effective January 1, 2007.

9. FINANCE AND BUDGET - CONSENT AGENDA

- a) [APPROPRIATIONS](#) - A number of appropriations are attached for your review.
- b) [ROAD SIGN CONTRACT](#) – A Request for Quotation was issued for a price agreement for the repair and replacement of E911 road and street signs within the County. The term of contract will be one year with the option of three additional one-year renewals. Jimmy’s Signs, the sole respondent to our request, has satisfactorily provided this service to the County for a number of years. The total amount of the contract for FY07 is estimated to be approximately \$12,000. Sufficient funds for these services are budgeted.

Recommendation: Approve items a and b

- a) **Approve the appropriations, and**
- b) **Approve awarding road sign contract to Jimmy’s Signs for an estimated yearly cost of \$12,000.**

APPOINTMENTS

10. [APPOINTMENTS](#)

An updated appointment list is attached for your convenience.

MATTERS FROM THE BOARD

11. MATTERS FROM THE BOARD

A few minutes will be scheduled at each meeting to discuss matters from the Board.

CLOSED MEETING

12. CLOSED MEETING

Staff is requesting the Campbell County Board of Supervisors enter into closed meeting in accordance with Section 2.2-3711 (A)(7) of the Code of Virginia to discuss [legal matters related to access acquisition for economic development purposes along U S 29](#) in the area of the

regional airport, and [legal matters related to billing for EMS services](#) within Campbell County, and in accordance with Sections 2.2-3711 (A)(1) of the Code of Virginia to discuss matters [related to personnel regarding the County Administrator's annual evaluation.](#)

AGENCY MINUTES AND REPORTS

13. [Building Inspection Monthly Report, July 2006](#)
14. [Building Inspection's Permit Report, July 2006](#)
15. [EMS ADvisory Committee minutes, September 06, 2006](#)
16. [ems Services Timeline, September 06, 2006](#)
17. [Public Safety Minutes, September 06, 2006](#)
18. [Virginia Cooperative Extension Unit Report, FY 2006](#)

INFORMATION ITEMS

19. [INVITATION TO NAACP BANQUET](#)
Please advise Cathy if you plan to attend
20. [GOVERNOR REQUESTS FEDERAL DROUGHT ASSISTANCE FOR FARMERS](#)
21. [NOTICE OF FUNDING REDUCTIONS TO ALTAVISTA EMS](#)
22. [NOTICE TO TRANSFER SITE ATTENDANTS ON COMPACTOR SAFETY](#)
23. [SOIL AND WATER APPOINTS NEW DIRECTOR](#)
24. [SOIL AND WATER TO STUDY DAM INUNDATION FLOOD ZONES](#)