

ADMINISTRATOR'S REPORT

DATE: December 28, 2009

TO: Board of Supervisors

FROM: R. David Laurell, County Administrator *R. David Laurell 12/30/2009*

RE: January 4, 2010 Board of Supervisors Meeting

5:00 p. m. [Administration / Management Services Meeting](#) (Falwell / Pendleton)

5:00 p. m. [CED Committee Meeting](#) (Goldsmith / Gunter)

7:00 p. m. Call to Order by R. David Laurell

Invocation by Supervisor Puckett

*PLEASE BRING AUDITED FINANCIAL STATEMENTS THAT WERE DISTRIBUTED AT THE
LAST MEETING WITH YOU*

ORGANIZATIONAL MEETING

R. David Laurell, County Administrator

1. [Organizational Meeting Agenda](#)

NOMINATIONS AND ELECTION OF CHAIRMAN – County Administrator

NOMINATIONS AND ELECTION OF VICE-CHAIRMAN – Chairman

DESIGNATION OF TIME AND PLACE OF MEETINGS – Chairman

COMMITTEE AND BOARD ASSIGNMENTS – County Administrator

Attached is an agenda for the election of the Chairman and Vice-Chairman for 2010 and establishment of the time and place of the Board meetings. The protocol for the organizational meeting is included for your convenience along with a listing of past Chairs/Vice-Chairs.

Following the election of officers, the Board will have an opportunity to select committee and board assignments for 2010 and 2011. The Board adopted a motion in 2000 limiting service on the various boards to two consecutive two-year terms. In 2006 the Board agreed the Altavista Supervisor should serve on the TCRC and the Brookneal Supervisor should serve on the Airport Authority. Attached is a [resolution from the CCUSA Board](#) requesting Supervisor Falwell's reappointment as the liaison to their Board. Included with this agenda is:

- a chart of the current committee assignments with the years served noted
- a blank chart that will be used for committee selections
- a list of the meeting schedules to help you make your committee selections
- the 2010 calendar of meetings and holidays

RECOMMENDATION: Staff recommends the Board conduct its organizational meeting at the January 4, 2010 meeting to select the Chairman, Vice-Chairman and Time and Place of Meetings for 2010. Staff also recommends the Board select committee and board assignments for 2010 and

2011.

Approval of Minutes

2. [December 7, 2009](#) – Regular Meeting

PUBLIC HEARINGS

Sandra M. Shackelford - Planner

3. [PUBLIC HEARING – REQUEST BY RUSSELL ORRISON, AGENT FOR NANCY SCHMITT, REZONE 1.28 ACRES AT 18914 Leesville Road FOR AUTO REPAIR AND BODY SHOP](#)

A public hearing was advertised ([ad attached](#)) for:

Request #10-00615 from Russell Orrison, agent for Nancy Schmitt, is to rezone 1.28 ± acres from Residential – Single Family (R-SF) to Business – Heavy Commercial, Conditional (B-HC,C) to allow the operation of a automobile and trucking repair and body shop. The property is located at 18914 Leesville Road in the Sunburst Election District.

RECOMMENDATION: The Planning Commission recommended approval of this request, by a vote of 7-0, citing good zoning practice. It was also recommended the Zoning staff require additional landscape buffering during final site plan approval if the project moves forward.

4. PUBLIC HEARING – REQUEST BY RODNEY CHILDRESS FOR Special Use Permit TO OPERATE AUTOMOBILE GRAVEYARD AT 5 Swan Creek Road

A public hearing was advertised ([ad attached](#)) for:

Request #10-00637 by Rodney Childress is for a special use permit to operate an automobile graveyard/junkyard on 3.36 ± acres zoned Agricultural located at 5 Swan Creek Road, Gladys in the Brookneal Election District. He would like to continue operation of his automobile graveyard/junkyard for his personal use.

RECOMMENDATION: The Planning Commission recommended denial of this request with a vote of 7-0, citing a lack of public necessity, general welfare, good zoning practice or convenience.

APPEARANCES

Alan Lane, Director of Management Services

5. Audited Financial Report for FY2009 (15 minutes)

The completed annual audited Financial Report for FY2009 for Campbell County has previously been distributed in printed form to the Board for their review. The Administration/Management Services Committee has also invited Brown Edwards to meet with the Committee prior to tonight's scheduled Board of Supervisors meeting to review this information and answer any questions from the Committee. The Board is asked to bring their printed copies to the January 4, 2010 Board meeting for the presentation by Brown, Edwards & Company, LLP to the entire Board.

Norman Yoder with Brown, Edwards and Company LLP will be making a brief presentation giving an overview of the year end audited financial statements. The audited report is substantially the same as the year end report provided to the Board by staff earlier in the year.

RECOMMENDATION: Staff recommends the Board accept the Annual Financial Statement from Brown, Edwards & Company LLP as submitted.

ADMINISTRATOR'S ITEMS

R. David Laurell, County Administrator

6. [FY 2011 Annual Priority Initiatives](#) (20 minutes)

Attached please find a [draft FY 2011 Priority Initiatives list](#) for the Board's consideration to assist with budget development for the upcoming fiscal year. These goals cover the period beginning July 1, 2010 and are based on direction from the Board and Committees during the course of the year as well as the Planning Session held in October. A few minutes is scheduled at this meeting to update the

Board on the current year Priorities and briefly review the [Ongoing and draft items for FY 2011](#). Time for further discussion and adoption will be scheduled on the January 19th agenda. Please pay particular attention to the **items highlighted in gray**.

A common theme within these Priorities is an emphasis on a substantial decline in state revenues. Local revenues continue to perform close to last year's levels in total and are projected to continue along those lines into FY 2011. As a result of the loss in state revenues a number of Priorities have been moved back a year or more.

RECOMMENDATION: Following review staff is requesting the Board provide any initial input on the draft FY 2011 Priority Initiatives. Staff will schedule agenda time for the Board's regular January 19th meeting to address any outstanding items and recommend adoption of the final list with any amendments the Board determines are appropriate.

7. CONSENT AGENDA

a.) [APPROPRIATIONS](#)

A list of appropriations is attached for your consideration.

b.) [COUNTY ATTORNEY INVOICE](#)

An invoice for services rendered from the County Attorney in the amount of \$9,513.62 is attached for your review.

c.) [BID AWARD – RECREATION/MYRTLE BEACH TRIP](#)

The Recreation Department coordinates several trips each year which are paid in full by the participants who take advantage of this benefit provided by Campbell County. A Request for Quotation (RFQ) was recently issued for a Myrtle Beach trip planned for April 25 – 28, 2010. The trip will have a minimum of thirty-five (35) participants and a maximum of fifty (50). Included are the three quotations received.

d.) [BID AWARD – SHERIFF/ IN-CAR, OVERHEAD VIDEO SYSTEMS](#)

The Sheriff's Department recently secured a grant for the purchase of ten (10) in-car, overhead video systems. Video systems are used in pursuit vehicles to record a deputy's actions while on the job, enhance his/her memory when writing reports, act as a permanent file for future use, and is essential to support a deputy's testimony in court appearances. An Invitation for Bid was issued and [attached is a spreadsheet with comparisons of those bids](#) noting discrepancies highlighted in yellow. Sufficient funds are available for this purchase in line item 4-100-031755-8118, Law Enforcement Equipment. This purchase is fully funded by the Cops Technology Camera Grant.

RECOMMENDATIONS:

- a.) **Approve the Appropriations as presented.**

- b.) **Approve the County Attorney invoice for \$9,513.62.**

- c.) **It is recommended that the lowest quote from Steve Ellis Tour & Receptive, as shown e**

be accepted for the procurement of a Myrtle Beach trip in April 2010.

d.) It is recommended that the bid from WatchGuard Video in the amount of \$49,350.00 be accepted for the purchase of ten (10) in-car, overhead video systems.

APPOINTMENTS

8. [Campbell County Community Policy Management Team \(CPMT\) Appointment](#)

The Campbell County Community Policy Management Team (CPMT) currently has a vacancy for a private provider representative. The CPMT has nominated Lindsey Tibbs to serve on the CPMT as a private provider representative to replace Cathy Truxell who has recently resigned.

MATTERS FROM THE BOARD

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

Note: Please note items #17 and #18 that outline plans for expansion of broadband access within the County by private providers to the general public. The County has supported these projects and they are consistent with the County's four pronged goal of improving broadband access for education, public safety, designated business areas, and the general public. The County plans on taking a lead role in developing the first three and having private providers take the lead in developing access for the general public.

Note: Please note item #23. A plaque unveiling is planned at the new Citizen Services Building following the Board meeting on Tuesday, January 19th at 3 PM. Refreshments will be provided immediately following.

CLOSED MEETING

10. Staff is requesting the Campbell County Board of Supervisors enter into [Closed Session in accordance with Section 2.2-3711 \(A\)\(7\) of the Code of Virginia](#) to discuss legal matters related to potential litigation regarding Altavista EMS.

AGENCY MINUTES AND REPORTS

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|-----|---|-------------------|
| 11. | Department of Social Services Board | November 18, 2009 |
| 12. | Fire Commission | November 18, 2009 |
| 13. | Public Safety | December 7, 2009 |

14. [Public Safety Joint Fire/EMS Meeting Announcement](#) December 10, 2009
15. [School Board](#) November 16, 2009

INFORMATION ITEMS

16. [Boxley's Flat Creek Quarry Update](#) December 9, 2009
17. [Broadband – Digital Bridge Development](#) December 28, 2009
18. [Broadband – MBC Grant Awards for Last Mile Broadband](#) December 4, 2009
19. [Development of FY 2011 County Budget](#) December 7, 2009
20. [ISO Fire Protection Ratings](#) December 17, 2009
21. [Jet Broadband – Channel Realignment](#) December 8, 2009
22. [Letter of Commendation – LT Fairchild](#) December 11, 2009
23. [Plaque Unveiling – Citizen Services Building](#) December 28, 2009
24. [Report on Undesignated Cash Balance](#) November 2009
25. [Report on Undesignated Fund Balance](#) November 2009
26. [Report from the Treasurer](#) November 2009
27. [Report on Collected Taxes](#) December 2009
28. [Report on Delinquent Taxes](#) December 2009
29. [Report on Public Nuisances](#) December 2009

30. [School Board – Change in Meeting Date](#) December 2009
31. [Vacancy Report](#) December 2009
32. [VDOT Enhancement Policy Update](#) December 21, 2009
33. [VDSS Annual Financial Statement](#) November 30, 2009
34. [Wards Crossing West Special Services District](#) December 15, 2009