

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, June 28, 2016, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 12:45 P. M.

PRESENT: Members: Mr. L. W. Leffel, Jr., Chairman
Mr. Todd L. Dodson, Vice-Chairman
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Dr. Donald M. Scothorn (arrived at 1:15 P. M.)

ABSENT: Members: None

Others present at the meeting:

Mr. Gary Larrowe, County Administrator
Mr. David Moorman, Deputy County Administrator
Mr. Paul M. Mahoney, County Attorney

The Chairman called the meeting to order at 12:50 P. M.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into Closed Session to discuss personnel matters; the acquisition of real property for public uses or the disposition of publicly held real property where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body; discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the County; and consultation with legal counsel regarding specific legal matters as per Section 2.2-3711(A) (1), (3), (5) and (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-06-01)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Chairman called the meeting back to order at 2:05 P. M.

The Chairman then asked for a moment of silence for the family of Chief Jeff Beckner who passed away earlier this month and a volunteer fireman that was injured in the line of duty last week.

Mr. Dodson then led the group in reciting the pledge of allegiance.

On motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-06-02)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

After questioning by Mr. Leffel, it was noted that there was no one present to speak during the public comment session.

Interim Fire Chief Tommy Fuqua then stated that it is a pleasure to serve the County as Chief in an interim capacity. He noted that the department is moving forward as former Chief Beckner would have wanted and he appreciated the opportunity to serve and to speak to the Board today.

Chief Fuqua stated that he is present to recognize a Fire and EMS Department staff member. Chief Fuqua stated that Lieutenant Brandon Golla recently completed the Virginia Fire Officer's Academy at the University of Richmond which was sponsored by the Virginia Fire Chiefs Association. He noted that this week-long class gives these students an opportunity to learn from the instructors and their peers in the fire community.

Chief Fuqua then read the certificate from the Association and presented it to Lieutenant Golla.

The Board congratulated Lieutenant Golla for completion of this Academy.

Lieutenant Golla thanked the Board for their comments.

Mr. Williamson stated that this is the second time that Chief Fuqua has helped the County by serving as interim chief and he appreciates his work and efforts over the past two weeks.

Chief Fuqua stated that he appreciates the opportunity to help the County.

Mr. Leffel also thanked Chief Fuqua for working for the County until a new Fire and EMS Chief can be hired.

Mr. Larowe then stated that Mr. Rodney Gray, Manager of the County's Technology Services Department, had recently graduated from an 11 month Chief Information Officer Certification Program at the University of North Carolina at Chapel Hill's School of Government. He noted that this program lays the foundation for assessing and addressing critical issues facing information technology leadership in local governments and equips these leaders with the requisite tools to manage and improve their organizational technology assets. Mr. Larowe stated that the program addressed topics including IT governance, project management, and risk assessment and management.

Mr. Larowe stated that Mr. Gray was one of 57 local government, State agency, community college, and K-12 IT personnel who completed this course this year. Mr. Larowe congratulated Mr. Gray on his efforts to obtain this certification and the skills it took to complete this course.

The Board also congratulated Mr. Gray for his efforts in obtaining this certification.

Mr. Gray thanked the Board for their comments.

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were 11 transfers, ten pass-through appropriations, and eight regular appropriations for the Board's consideration. He noted that these included, among others, a transfer of budget savings to the Recreation Incentive Fund for a Board-approved funding increase, transfers regarding salary compression issues, and transfer to the Economic Development Authority for expenditures related to the Eldor project. Mr. Zerrilla noted that the County has to date received \$826,000 from the Commonwealth's Opportunity Fund in reimbursement of some of the Eldor grading costs.

Mr. Zerrilla noted that the appropriations included reimbursement costs, miscellaneous receipts, grant funds, insurance claims, and receipt of sponsorship funds. Mr. Zerrilla stated

that the regular appropriations include \$25,222 to cover utility-related costs paid after the sale of the County's Utility Fund assets to the Western Virginia Water Authority, unemployment claims, \$29,452 in Greenfield historic preservation costs in excess of the \$300,000 originally appropriated by the Board, Community Development expenses incurred as a result of the conversion of an employee from part-time to full-time, and \$43,000 to Correction and Detention for additional professional services, inmate food, and medical/lab supply costs in FY 16.

After questioning by Mr. Williamson, Mr. Zerrilla stated that these transfers and appropriations "square up" the departmental appropriations to their FY 15-16 year-end totals.

Mr. Zerrilla noted that the rollover/reappropriation resolution will be brought before the Board for consideration in July.

Consideration was then held on approval of the accounts payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$1,280,310.54; \$1,279,760.54 in General Fund expenditures; and \$550 in Debt Service Fund invoices. He also noted that the Short Accounts Payable totaled \$261,213.09; \$258,158.09 in General Fund expenditures; and \$3,055 in Debt Service Fund invoices.

Mr. Zerrilla stated that this month's large expenditures included \$96,140 to Beckner Boiler and Supply Company for replacement of two boilers at the Jail; \$162,293 to Fesco Emergency Sales for an ambulance remount; \$42,375 to Harris Computer Systems for enterprise-wide software, and \$38,927 to A. R. Coffey and Sons for work on the Dale Court water project.

Mr. Zerrilla noted that to date the County has transferred \$1.3 million to the Economic Development Authority for payment of invoices related to the Eldor grading costs.

After questioning by Mr. Williamson, Mr. Larowe stated that the issues regarding the ambulance remount has been clarified. Mr. Larowe stated that the County contacted Delegate Terry Austin who contacted the Department of Emergency Medical Services on this matter. He noted that any ambulance remounts that are in process as of July 1, 2016, are exempt from compliance with the new State/federal regulations regarding commercially-constructed ground ambulances.

Consideration was then held on approval of a change order for the Greenfield waste area expansion and authorization for the EDA to proceed with development of pad site #2. Mr. Larowe stated that the Eldor site work is progressing. He noted that the waste dirt and rock material from the Eldor site was stored on an adjacent parcel and the County would like to proceed with development of this location as a second pad-ready site in Greenfield.

Mr. Larowe stated that the Economic Development Authority (EDA) has received and accepted a change order from Branch Highways in the amount of \$312,610.52 to do this work and they have authorized funding for the development of this site with the concurrence of the Board of Supervisors.

Mr. Larowe stated that currently there are few marketable, pad-ready sites in the Roanoke Valley and development of this parcel will help the County in its industry attraction efforts.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the following consent agenda items. (Resolution Number 16-06-03)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Approved the minutes of the regular meeting held on May 24, 2016;

Approved minutes of the joint meeting with the School Board held on June 21, 2016;

Approved the following transfers and additional appropriations:

Transfer \$351.76 to Central Purchasing – Store Supplies, 100-4012530-6021, from various departments as follows for store supplies usage:

\$ 16.50	County Admin. – Marketing, 100-4012110-5840
\$ 64.71	Purchasing – Office Supplies, 100-4012530-6001
\$ 8.06	Financial Services – Office Supplies, 100-4012430-6001
\$ 7.18	Technology Services – Office Supplies, 100-4012510-6001
\$ 9.86	Commissioner of Revenue - Office Supplies, 100-4012310-6001
\$ 82.00	Sheriff's Dept. – Other Oper. Supplies, 100-4031200-6014
\$163.45	Sports Complex – Other Oper. Supplies, 100-4071300-6014

Transfer budgeted funds of \$15,000 from Van Program, 100-4071500, to CIP – Community Recreation Incentive Fund, 100-4094723. These are budget savings that will cover Board-approved FY16 additional funding for this program.

Transfer budgeted funds of \$104,855 from Salary Adjustments, 100-4092500, to Department Operations – Various Departments. These are funds budgeted for salary and benefits adjustments primarily relating to salary compression issues.

Transfer \$643,844.82 from General Fund – Undesignated Fund Balance to Economic Development Authority of Botetourt County account. This will cover expenditures to date relating to the Eldor Corporation project. The first \$1.5 million of spent funds will be reimbursed to the County in the form of a Commonwealth's Development Opportunity Fund grant. This transfer begins the investment provided by the County.

Transfer budgeted funds of \$30,000 from Local Health Department, 100-4051100-3800, to Maintenance – Capital Outlay – Other Capital, 100-4043000-8012. These are unused funds being transferred to cover the cost of replacing roofs for the Health Department and the Purchasing/Registrar's building.

Transfer budgeted funds of \$42,500 from General Services, 100-4040000, to Waste Management, 100-4042400. This transfer will cover excess costs for leachate treatment and recycling.

Transfer budgeted funds of \$4,026 from Emergency Communications, 100-4035600, to Emergency Operations Center, 100-4094310. These funds will cover costs relating to construction of the EOC.

Transfer budgeted funds of \$7,500 from Deputy County Administrator, 100-4012121, to County Administrator, 100-4012110. These funds will cover excess costs primarily relating to marketing expenditures.

Transfer budgeted funds of \$1,300 from General Services, 100-4040000, to Dale Court Water Extension, 100-4094423. This transfer will cover project costs incurred that are not eligible for reimbursement.

Transfer budgeted funds of \$60,000 from Sheriff's Department, 100-4031200, to Correction and Detention, 100-4033100. This transfer will primarily cover the balance of the costs covered in Appropriation # 18.

Transfer budgeted funds of \$22,000 from General Services, 100-4040000, to Maintenance, 100-4043000. This transfer will provide for future coverage for the balance of the repair costs for the elevator in the Circuit Courthouse.

Additional appropriation in the amount of \$924.76 to Correction & Detention – Medical & Lab Supplies, 100-4033100-6004. These are funds received from Craig County for inmate medical costs.

Additional appropriation in the amount of \$480.76 to Sheriff's Department – Firing Range Expenses, 100-4031200-6015. These are funds received from the sale of brass casings.

Additional appropriation in the amount of \$32,951.23 to the following Sheriff's Department accounts: \$28,361.32 to Capital Outlay – Motor Vehicle/Equipment, 100-4031200-8005; and \$4,589.91 to Repairs & Maintenance – Equipment, 100-4031200-3311. These are insurance claim payments for total loss and damaged vehicles, respectively.

Additional appropriation in the amount of \$19,771.06 to Sheriff's Department – DMV Salaries, 100-4031200-1800. These are grant funds received from the State.

Additional appropriation in the amount of \$828.19 to Correction & Detention – Inmate Phone Commissions, 100-4033100-5820. This appropriation represents the difference between the estimated amount appropriated in July 2015 and the actual inmate phone commissions for FY16.

Additional appropriation in the amount of \$13,500 to Fire and EMS – Capital Outlay – Other Capital, 100-4035500-8012. These are funds received from the sale of a generator and were targeted to be applied toward the outfitting of housing space the new Troutville EMS crew.

Additional appropriation in the amount of \$1,000 to Sports Complex – Purchases of Services-Government Entities, 100-4071300-3800. These are sponsorship funds received from Mill Creek Baptist Church for the NCCAA banquet.

Additional appropriation in the amount of \$1,975.09 to Parks & Recreation – Education and Recreation Supplies, 100-4071000-6013. These are reimbursement checks received from County athletic booster clubs for the purchase of baseballs and softballs.

Additional appropriation in the amount of \$72,545.80 to Dale Court Water Line Extension, 100-4094423. This is an appropriation for work performed to date on this project that will be covered by grant funding.

Additional appropriation in the amount of \$17,101 to Electoral Board – Registrar – Professional Services, 100-4013300-3100. These are reimbursed costs received regarding the March dual presidential primaries.

Additional appropriation in the amount of \$25,222.64 to Utility Expenses – Post-June 30, 2015, 100-4092750. These are trailing expenses paid after the sale of the County's Utility Fund operations.

Additional appropriation in the amount of \$11,841.15 to Unemployment Claims, 100-4091502. This appropriation covers unemployment claims incurred for FY16.

Additional Appropriation in the amount of \$9,399 to Tourism – Hospital and Medical Costs, 100-4081600-2300. This appropriation will cover related costs for a position which turned over, with the replacement employee adding healthcare coverage.

Additional appropriation in the amount of \$1,425 to Juvenile Detention Center – Purchase of Services, 100-4033200-3800. This appropriation will be used to cover year-end expenditures.

Additional appropriation in the amount of \$29,452 to Greenfield Historic Resources, 100-4094733. This appropriation provides coverage for additional expenditures in excess of the \$300,000 originally appropriated by the Board of Supervisors.

Additional appropriation in the amount of \$25,974 to Department of Community Development – Salaries and Benefits, 100-4034000. This appropriation covers wages and benefits incurred as a result of an employee conversion from part-time to full-time status.

Additional appropriation in the amount of \$18,729 to the following departmental telecommunication (#5230) accounts: \$4,050 to Technology Services, 100-4012510; \$5,436 to Central Garage, 100-4012560; and \$9,243 to Library, 100-4073100. This

covers the costs in excess of budget for these departments relating to the remote sites fiber connectivity for enhanced services.

Additional appropriation in the amount of \$43,334 to the following Correction and Detention accounts: \$7,903 to Professional Services, 100-4033100-3100; \$16,595 to Food and Food Service Supplies, 100-4033100-6002; and \$18,836 to Medical and Laboratory Supplies, 100-4033100-6004. This appropriation, combined with Transfer #10 will cover the full cost of these expenses for the fiscal year.

Approved the Accounts Payable list and ratified the Short Accounts Payable List; and, Approved a change order in the amount of \$312,610.52 from Branch Highways for work related to the Greenfield waste area expansion and authorized the EDA to proceed with development of pad-ready site #2.

Consideration was then held on approval of the FY 16-17 budget appropriation resolution and the Capital Improvement Plan. Mr. Tony Zerrilla, Director of Finance, stated that this resolution will allow the appropriation of funds to each County department and categorical area, approve the FY 16-17 CIP, and adopt the CIP for FY 2018-2021 for planning purposes only.

After questioning by Mr. Williamson, Mr. Zerrilla stated that this resolution contains no material changes from the budget approval resolution adopted by the Supervisors at their May regular meeting.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board adopted the following FY 16-17 budget appropriation resolution and the Capital Improvement Plan for FY 16-17 and the CIP for FY 2018-2021 for planning purposes only.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-06-04

WHEREAS, the General Fund, School Budgets, and tax levies have been approved for Fiscal Year 2016-2017,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County hereby makes the following categorical appropriations for Fiscal Year 2016-2017 for the functions, as indicated; and the Treasurer of Botetourt County is authorized to transfer local funds, as needed, not to exceed \$24,199,282 to the School Operating Fund, \$736,335 to the School Operating Fund for Literary Fund debt service, and is also authorized to transfer local funds in the amount of \$1,292,241 to the Virginia Public School Authority:

100-4011010	Board of Supervisors	225,411
100-4012110	County Administrator	382,299
100-4012121	Deputy Administrators	342,937
100-4012310	Commissioner of Revenue	403,211
100-4012410	Treasurer	475,608
100-4012430	Financial Services	351,250
100-4012510	Technology Services	913,277
100-4012530	Central Purchasing	94,645
100-4012560	Central Garage	85,036
100-4013300	Electoral Board/Registrar	317,357
100-4021100	Circuit Court	67,796
100-4021200	General District Court	31,123
100-4021300	Magistrate	997
100-4021600	Clerk of Circuit Court	640,364

100-4022100	Commonwealth's Attorney	763,158
100-4031200	Sheriff	4,839,149
100-4031700	Dispatch	841,023
100-4032200	Volunteer Fire & Rescue	1,286,756
100-4032421	Western Va. EMS Council	7,141
100-4033100	Correction & Detention	4,102,823
100-4033200	Juvenile Detention Center	90,000
100-4033300	Probation Office	4,352
100-4034000	Community Development	831,001
100-4035100	Animal Control	510,178
100-4035500	Fire & EMS	3,523,318
100-4035600	Emergency Communications	296,371
100-4040000	General Services	337,105
100-4042400	Division of Waste Management	733,827
100-4043000	Maint. of General Bldgs/ & Grounds	858,093
100-4051100	Local Health Department	329,252
100-4052500	Blue Ridge Behavioral Healthcare	38,743
100-4053000	Social Services	1,407,084
100-4053500	Children's Services Act (CSA)	1,243,890
100-4053710	Total Action for Progress (TAP)	1,000
100-4053716	Brain Injury Services	2,500
100-4053730	Child Health Invest. Partnership (CHIP)	2,000
100-4053734	Roanoke Valley Greenway Commission	14,475
100-4053735	Roanoke Valley Transp. Planning Org.	2,686
100-4053740	Roanoke Area Ministries	1,000
100-4053745	Botetourt County FFA Alumni	1,000
100-4053775	Botetourt Resource Center	10,000
100-4053780	League of Older Americans	11,000
100-4068000	Community Colleges	37,140
100-4071000	Parks & Recreation	1,302,835
100-4071300	Botetourt Sports Complex	485,162
100-4071500	Van Program	73,292
100-4072215	Roanoke Valley Conv. & Visitors Bureau	140,705
100-4072240	Botetourt Co. Museum/Historical Society	9,000
100-4072241	Standing Room Only	7,000
100-4072242	Attic Productions	7,000
100-4073100	Library	1,132,065
100-4081210	Planning District Commission	30,160
100-4081220	Economic Devel. Partnership	72,842
100-4081230	Botetourt County Chamber of Commerce	4,500
100-4081231	Roanoke Chamber of Commerce/Small Bus.	4,500
100-4081500	Economic Development	199,699
100-4081600	Tourism/Marketing	298,135
100-4082000	Environmental Management	19,155
100-4083000	Cooperative Extension Program	62,641
100-4091503	Wellness Program	50,000
100-4092000	Revenue Refunds	150,000
100-4092500	Salary Adjustments	75,000
100-4094000	Capital Projects	1,493,000
	TOTAL GENERAL FUND	32,074,067

400-4095000	Debt Service-County/VPESA	2,637,130
400-4095299	Debt Service-School Literary Fund	736,335
	TOTAL DEBT SERVICE FUNDS	3,373,465
	Contingency	157,217
203-4060000	School Operations	50,322,532
	Self-Sustaining Funds	3,222,839
	School Nutrition Fund	1,730,134
	Textbook Fund	1,175,000
	Capital Reserve Fund	507,000
	TOTAL SCHOOL FUND	56,957,505
	TOTAL ALL FUNDS	92,562,254

Consideration was then held on approval of a restated Memorandum of Understanding between the County and the Town of Buchanan. Mr. Larrowe stated that in April 2013 Buchanan and the County entered into an agreement to mutually pay for a fire truck that was originally purchased by the Buchanan Volunteer Fire Department. He noted that, when the Buchanan Fire Department was dissolved, the debt was taken over by the County with financial assistance from the Town through the proceeds from their annual Fourth of July carnival.

Mr. Larrowe stated that, due to declining volunteer involvement, it is difficult for the Town to make substantial commitments from the carnival revenues to cover the debt even though the Town wants to assist in paying off the bank note. Mr. Larrowe noted that discussions were held with the Town to restate the parameters of the 2013 MoU. He stated that the revised MoU, as included in the Board's agenda packet, would limit the Town's payment in FY17 to \$20,000 and \$10,000 in future years until the note is paid in full.

It was noted that the Buchanan Town Council had adopted a resolution earlier this month approving this restated MoU.

Mr. Williamson stated that this agreement is consistent with the discussions held with the Town of Buchanan over the past few months. He noted that the Town has been paying for the fire truck even though it is being used by the County's Fire and EMS Department.

After further discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board accepted the restated Memorandum of Understanding between the Town of Buchanan and the County regarding fire truck payments and authorized the County Administrator and the County Attorney to sign the MoU on the County's behalf. (Resolution Number 16-06-05)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on acceptance of the assets of the Fincastle Volunteer Rescue Squad. Mr. Jason Ferguson, Deputy Fire/EMS Chief for Administration, noted that Ms.

Tonda Yates, President of Fincastle Rescue Squad, and Mr. Henry Booze, Chief of the Fincastle Volunteer Fire Department, were also present regarding this matter.

Mr. Ferguson stated that the Fincastle Volunteer Rescue Squad was formed in 1979 and have served the community well since that time. He noted that over the past several years the Squad has seen a downward trend in membership which has led to a decrease in the organization's emergency response activity. Mr. Ferguson stated that over the past few months discussions have been held and an agreement reached on merging the Squad's and the Fincastle Volunteer Fire Department's memberships.

He noted that this agreement will result in the Fire Department providing additional personnel resources to complement the remaining Squad volunteers in responding to calls and will include the availability of an ambulance for the volunteers' use 24 hours a day at the Fire Department. Mr. Ferguson stated that the County's Fire/EMS Department has been working with both groups during this process as well as ensuring that the State's EMS licensure processes are followed. He noted that, once, merged, the volunteers providing EMS coverage would do so under the County's Virginia EMS license and operational medical director.

Mr. Ferguson stated that there will also no longer be a need to maintain a separate corporation for the Rescue Squad and legal advice has been obtained on the corporation's dissolution process. Mr. Ferguson stated that a part of this process is the conveyance of the Squad's assets to the County prior to a formal dissolution to ensure continued delivery of emergency medical services to the County's citizens.

Mr. Ferguson then stated that the Squad's membership voted at their meeting last night to transfer certain assets, including Units 457 (2013 Ford Ambulance), 458 (2008 Ford E-450 Ambulance), and 450 (Chevrolet Tahoe), among other equipment/appurtenances, to be incorporated into the County's emergency response system where needed. Mr. Ferguson noted that one of these ambulances is only three years old and in good condition.

Mr. Williamson thanked Ms. Yates for the smooth transfer of services during this dissolution process and for the Fincastle Rescue Squad's 37 years of service to the citizens of Fincastle and Botetourt County.

Mr. Leffel also thanked the Squad for the example that they have set for their leadership throughout the dissolution discussions. He noted that these have been difficult times and the leadership and cooperation from the County's volunteers is valued by the Board and citizens.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board accepted the assets from the Fincastle Rescue Squad, Inc., as listed in the letter from President Tonda Yates dated June 22, 2016, including two Ford ambulances (Units 457 and 458), one Chevrolet Tahoe (Unit 450), and any other equipment/appurtenances conveyed by the Squad to the County. (Resolution Number 16-06-06)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, was then present to speak to the Board. Mr. Hamm then reviewed the monthly report. He noted that bids to replace two narrow bridges on Route 220 north of Eagle Rock

were due on June 22. He noted that this work should begin this summer and completed in June 2018 with both lanes of traffic to be maintained during this project.

Mr. Hamm stated that rehabilitation work has begun on the I-81 bridge over the James River near Buchanan. He noted that work beneath the bridge will be performed during daytime hours and work on I-81 will be performed at night. Mr. Hamm noted that there will be some closures of I-81 for this project, which is expected to end in the fall of 2017, which will necessitate traffic being diverted through the Town of Buchanan. Mr. Hamm stated that deck work is also being done on the I-81 bridge over Tinker Creek near mile marker 149 which should be finished in November.

He further stated that paving on Route 11 from Troutville to Darby Road began last week and should be completed in late June/early July.

After questioning by Mr. Williamson, Mr. Hamm stated that the paving contractor is working north along Route 11 with the pavement north of Darby Road scheduled to be replaced next summer. After further questioning, Mr. Hamm noted that VDoT is evaluating the roadway, including taking core sections, to see whether the pavement will have to be milled and replaced or if some less intensive action is needed. He noted that this work was necessitated by the pavement deteriorating from beneath.

Mr. Hamm stated that paving on Alternate Route 220 south from the Norfolk Southern Railroad tracks to the Roanoke County line should begin in mid-July and completed in mid-August.

Mr. Hamm then stated that the box culvert replacement project on Roaring Run Road (Route 621) was significantly impacted by last week's flooding event. He noted that this project began in late April and included the replacement of a triple section of pipe with box culverts. Mr. Hamm stated that the flood water "blew out" the temporary road and the completed portion of this construction project. He noted that VDoT and the contractor are working to develop a plan to make these repairs and complete this project with the priority to get a traffic lane open as soon as possible.

Mr. Hamm stated that this project sustained significant damage in the middle of its construction schedule. He noted that Roaring Run Road is closed which has caused a significant detour for those citizens who use this road. Mr. Hamm noted that he will keep the Board updated on this project.

After questioning by Mr. Williamson, Mr. Hamm stated that there is an estimated 45 minute detour around this road closure.

Regarding the Catawba Road bridge replacement project over Little Catawba Creek, Mr. Hamm stated that the roadway is still closed due to construction delays but is scheduled to reopen on Friday.

After questioning by Mr. Dodson regarding the Catawba/Etzler Road intersection project, Mr. Hamm stated that this project is still estimated to be completed this fall.

Mr. Hamm stated that mowing activities along the secondary routes are continuing, and asphalt patching work on Breckinridge Mill, Lee Lane and Haymakertown Road is moving forward. He further stated that VDoT staff is working to repair Trevey Road after last week's heavy rains and replace a drainage pipe in Blue Ridge.

After questioning by Mr. Williamson, Mr. Hamm stated that VDoT staff met on Friday to discuss combining several right-hand turn lanes on Route 220 north of Lord Botetourt High School into one continuous turn lane onto Valley Road to help with traffic flow. Mr. Hamm

stated that they believe that this work to dig up, widen, and rebuild the decel lane can be completed this summer.

Mr. Williamson stated that the Virginia Community College System has leased the Lumos building for their new shared services center and staff will be moving into the building over the next few months. He noted that a single decel lane off of Route 220 northbound onto Valley Road will help the traffic flow through this area.

Dr. Scothorn then stated that he needs to talk to Mr. Hamm about an easement issue on Barbara Lane off of Sanderson Drive in Cloverdale.

Mr. Leffel stated that the County was very lucky during last week's rains and received minimal damage from the high water. Mr. Leffel noted that he did not receive any citizen calls about damage or road closures due to high water.

Mr. Hamm stated that VDoT had crews on call from Thursday through Friday and placed a motor grader in Buchanan to clear roadways of debris, if needed. He noted that there were several mudslides in the Eagle Rock area but the gravel roads were the most impacted by flooding.

Mr. Brian Blevins, VDoT's Area Land Use Engineer, then stated that VDoT has approved the land development/land use permit for the access to the new Greenfield shell building. He also noted that VDoT is reviewing an entrance permit request from Altec Industries. Mr. Blevins further stated that VDoT issued six private entrance permits, one commercial entrance permit, one vegetation permit, two special activity permits, and 5 utility permits in the past month.

A public hearing was then held on the FY 17-22 Secondary System Six Year Plan and the FY 16-17 budget. Mr. Blevins stated that a majority of the information is the same as reviewed with the Board last month and there have been no funding shifts. Mr. Blevins stated that VDoT is working with the County Administrator to schedule a work session with the Board in the next few months to review the County's gravel roads for consideration of additions to future Six Year Plans. Mr. Blevins stated that any projects added now will not be funded until the latter years of the Plan.

After questioning by Mr. Williamson, Mr. Blevins noted that State transportation allocations for unpaved roads having an average daily traffic count of 50 vehicles or more are expected to increase to approximately \$414,000 per year in FY 21.

After questioning by Mr. Martin, Mr. Blevins stated that work to reconstruct and surface-treat Buhrman Road (Route 696) should begin in July/August 2016. He noted that this project is currently undergoing VDoT's environmental review process and several permits will need to be issued for this project before construction can begin. Mr. Blevins noted that this gravel road is in good shape at this time. Regarding McFalls Road (Route 806), Mr. Blevins stated that this hard-surface project is not fully funded at this time; however, if any funds remain from the Buhrman Road project, VDoT can transfer these monies to the McFalls Road project.

After further questioning by Mr. Martin, Mr. Blevins stated that work on McFalls Road should begin next summer.

After questioning by Mr. Williamson regarding funding for Secondary System projects, Mr. Blevins stated that Telecommunications Fees provide approximately \$105,000 per year for these types of projects. He noted that these fees are paid by telecommunications companies annually for the use of VDoT's rights-of-way for the placement of poles, lines, etc.

After questioning by Mr. Williamson regarding Trevey Road (Route 638), Mr. Blevins stated that the Board has the option of including this road on the next Six Year Plan; however,

this will be an expensive project because of the need for an engineered solution to widen this roadway. He noted that the road qualifies for unpaved road funds because its traffic count exceeds 50 vehicles per day.

After further discussion, Mr. Blevins stated that he would estimate that it would cost \$800,000 to obtain easements, improve, widen, and pave this road.

After questioning by Mr. Williamson, Mr. Blevins stated that he will formalize a cost estimate for Trevey Road for the Board's consideration. He further stated that there are other gravel roads such as Stone Coal Gap that could also be considered by the Board for upgrade/paving that have fewer engineering and right-of-way issues.

Mr. Leffel then stated that he appreciates Mr. Blevins recent attendance at the Fincastle Town Council meeting to discuss the Fincastle bypass project. Mr. Leffel stated that the Board does not want VDoT to overlook this project.

Mr. Blevins stated that VDoT has been working with County staff on applying for House Bill 2 (HB2) funding for the Fincastle bypass project.

Mr. Reid McMurry of McMurray Road in Daleville then presented the Board with copies of the plan sheets for the proposed Fincastle bypass that were developed several years ago. He noted that this was considered a safety project as well as an opportunity to keep large trucks out of the narrow streets of the Fincastle historical area. He noted that the bypass would also have improved the current poor sight lines at the Springwood/Poor Farm Road intersection.

Mr. McMurry stated that he could conduct additional research into this project and requests that the Board table approval of the Six Year Plan until his work is completed. He noted that acquisition of the right-of-way for the bypass was done through a public/private partnership.

Mr. Leffel thanked Mr. McMurry for his research into this project.

After questioning by Mr. Leffel, Mr. Blevins stated that the Board is required to vote on the Secondary System Six Year Plan by the end of June. He noted that the Board is voting on the priorities of the various projects not the allocation of funding. Mr. Blevins stated that the bypass project could be added back to the Plan but it would take multiple years to acquire the necessary funding.

Mr. Blevins further stated that, if the Virginia Commonwealth Transportation Board votes to approve the Six Year Plan prior to the Supervisors taking formal action, the plan would be "set" for the next fiscal year.

After discussion by Mr. Leffel on the HB2 funding application process, Mr. Blevins stated that, if the bypass becomes an approved application under the guidelines of the HB2 process and scores well under the program's points/grading system, it would be included in and fully funded within the Six Year Plan. He noted that VDoT no longer partially funds road improvement projects.

After questioning by Mr. Williamson regarding available funding outside of the Six Year Plan process, Mr. Blevins stated that the project would still be a part of the Plan as the HB2 program is a prioritization process for road improvement requests. Mr. Blevins further noted that recently-approved General Assembly legislation (HB1887) adjusts the highway funding formula.

After questioning by Mr. Dodson, Mr. Blevins stated that a project can receive both Six Year Plan, HB2, and revenue sharing monies; however, the Plan has less funding available.

After discussion, Mr. Blevins stated that the most recent cost estimate (\$5 million) to construct the Fincastle bypass is several years old and, currently, it would probably cost approximately \$7 - \$8 million to build this roadway. Mr. Blevins stated that VDoT will continue to discuss funding options for this project and others with County staff.

Mr. McMurry stated that VDoT refers to this as a Six Year Plan; however, the Supervisors review the Plan every year. He noted that funding allocated to these projects are to "keep them alive" in VDoT's budget process. He stated that the County should coordinate these programs in order to find the best way to have the bypass constructed.

After questioning by Mr. Williamson, Mr. Blevins stated that VDoT has tried to not add token amounts to the budgets of road improvement projects just to keep the project on the Plan.

After further questioning by Mr. Williamson, Mr. Blevins stated that under the Six Year Plan as it is now, the Fincastle bypass project could not be funded. He further noted that there has to be some original, creative means for this project to receive qualifying scores under the HB2 system.

After questioning by Dr. Scothorn, Mr. Blevins stated that, if the bypass is included in the Plan, it does not harm the project's potential HB2 funding score.

After questioning by Mr. Dodson, Mr. Blevins stated that the CTB has voted to approve the listing of HB2 projects to be funded in the new fiscal year and will vote on approving the Six Year Plan at their July meeting.

Mr. Williamson encouraged Mr. McMurry to continue his background research on the Fincastle bypass project.

Mr. David Fritts of Trevey Road requested that the Board consider Trevey Road for upgrades. Mr. Fritts stated that he has discussed this road's condition with VDoT and their maintenance staff "have gone out of their way to make the road passable." Mr. Fritts noted that he has lived on Trevey Road for 40 years and the road/s condition has not changed during that time.

Mr. Fritts stated that this road is 2 miles from Route 11 and 5 miles from Fincastle and is used as a shortcut to Route 11. He asked the Board's support of this improvement project and presented them with pictures of the road. Mr. Fritts stated that there are deep ditches along this narrow roadway which has caused the mail carrier to not be able to deliver mail as he could not access the mailboxes.

He further noted that there has also been an increase in traffic on the roadway since Appalachian Power Company began improvements to the transmission line through this area. Mr. Fritts stated that he would appreciate the Board's consideration of this road improvement request.

After questioning by Mr. Leffel, it was noted that there was no one else present to speak regarding the Secondary System Six Year Plan. The public hearing was then closed.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the FY 17-22 Secondary System Six Year Plan and the FY 17 Secondary System budget as proposed, and requested Mr. Reid McMurry to continue with his research on the Fincastle bypass project in order for this project to be considered for future funding. (Resolution Number 16-06-07)

AYES: Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Dodson stated that the Board should schedule a work session with VDoT on unpaved roads to determine the future of the County's road improvement process.

Mr. Leffel thanked Mr. Blevins for his input during today's Secondary System Six Year Plan public hearing.

Consideration was then held on a Building Code Third-Party Inspections Policy. Mr. David Moorman, Deputy County Administrator, stated that in 1995 the County adopted a building permit third-party inspection and permit fee waiver policy for projects valued at more than \$10 million or more than 100,000 square feet in size. He noted that the purpose of this policy was to facilitate timely inspections for large, complex industrial projects and to avoid construction delays due to County building inspection schedules.

Mr. Moorman stated that staff is recommending a new policy for the Board's consideration that would offer better, more responsive, and efficient services related to commercial/industrial construction without giving up any of the County's authority or impacting public safety. He noted that the proposed policy would permit the County Administrator to authorize independent, third-party inspections for commercial/industrial projects only upon the recommendation of the Building Official. Mr. Moorman stated that the Building Official would retain complete authority over a project for which these third-party inspections are authorized.

Mr. Moorman stated that the policy would allow professional engineers, Virginia-certified building officials, and International Code Council or Virginia-certified combination inspectors hired by the project's owner, to perform these inspections.

After discussion, Mr. Moorman stated that the County Building Official or his staff would still be able to conduct inspections on these projects. He noted that, at the end of the project, the third-party inspector would certify to the Building Official that all work was completed in compliance with the applicable building codes before a final certificate of occupancy could be issued by the County. Mr. Moorman stated that this practice/policy would supplement County resources without incurring County costs.

After questioning by Mr. Williamson, Mr. Moorman stated that the County Attorney has reviewed this policy. After further questioning, Mr. Moorman stated that the County's reliance on these third-party inspectors would not create additional liability for the County. He noted that the third-party inspectors would have the same or more qualifications as the County's building inspectors.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the attached Building Code Third-Party Inspections Policy effective immediately. (Resolution Number 16-06-08)

AYES: Mr. Martin, Mr. Williamson, Mr. Dodson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on appointment of the Zoning Administrator as the County's Proffer Agent. Mr. Paul Mahoney, County Attorney, stated that in 2015 the Virginia General Assembly adopted legislation (State Code Section 15.2303.4) related to proffered conditions on rezonings which becomes effective on July 1, 2016. He noted that this legislation significantly limits the ability of local governments to conduct discussions with developers on proffered conditions relating to their development projects.

Mr. Mahoney stated that localities are required to designate specific staff members that are allowed to discuss proffered conditions with applicants or there would be the potential for litigation risks if someone other than the designated staff members discussed proffers with the applicant and then the request was denied by the Supervisors. He recommended that the Board appoint the Zoning Administrator and the County Attorney as the County's Proffer Agents.

Mr. Williamson stated that this legislation makes no sense. After questioning by Mr. Williamson, Mr. Mahoney stated that there is a presumption in the law that the locality "did bad things," which resulted in the denial of a rezoning request where individuals other than the Proffer Agent discussed proffered conditions with the applicant/developer.

Mr. Dodson stated that this legislation becomes effective on Friday, July 1, so the Board will need to designate a Proffer Agent at this meeting. Mr. Dodson further stated that this issue needs to be discussed with the Virginia Association of Counties so that legislation can be filed during the 2017 General Assembly session to amend/revise this requirement.

Mr. Mahoney stated that he believes that actions by jurisdictions in the northern and eastern, more-developed parts of the State resulted in the adoption of this legislation. Mr. Mahoney stated that those areas also accept cash proffers from developers which are used to mitigate the new development's impact on the jurisdictions, schools, roads, fire/EMS services, etc. Mr. Mahoney stated that he does not see the need for this requirement in southwestern Virginia.

After further discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board designated the Zoning Administrator as the County's Proffer Agent effective July 1, 2016, and, for all proffered zoning applications submitted on or after July 1, 2016, only the Zoning Administrator and the County Attorney have authority to discuss proffers with applicants or potential applicants. (Resolution Number 16-06-09)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

A public hearing was then held on a proposed agreement for Botetourt County to join the Roanoke Valley Greenway Commission. Mr. Jim Farmer, Director of Parks, Recreation, and Tourism, noted that Ms. Liz Belcher, representing the Roanoke Valley Greenway Commission, was also present at this meeting.

Mr. Farmer stated that the Commission was formed in 1997 by the cities of Roanoke and Salem, Roanoke County, and the Town of Vinton through an intergovernmental agreement. He noted that the Commission facilitates coordination in the planning, development, and maintenance of greenways in the Roanoke area and its operations are funded by contributions from the localities based on population.

Mr. Farmer stated that in 2015 the Board of Supervisors approved a resolution requesting that the County be allowed to join the Commission and over the past few months the participating localities have voted to amend the Intergovernmental Agreement to allow Botetourt to become a member. Mr. Farmer stated that the staff is excited to develop a greenway system in the County which can be used by visitors and future generations of citizens.

After questioning, it was noted that there was no one present to speak regarding this matter. The public hearing was then closed.

After questioning by Mr. Williamson, Ms. Belcher stated that in the early/mid 1990s a group from the Valley Beautiful organization began discussing the development of greenways and encouraged the Roanoke Valley localities to develop a greenway along a newly installed sewer line. Ms. Belcher noted that the Fifth Planning District Commission (Roanoke Valley/ Alleghany Regional Commission) and others have worked to develop and enhance the Valley's greenways since that time. She noted that it was an "eye opener" for people to see what greenways could do for localities and their economies.

After discussion, Ms. Belcher stated that, with the announcement of the location of Deschutes Brewery and other recent economic development projects, the Valley is bearing fruit from this initiative to connect communities with their natural resources.

On motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board adopted the following ordinance to allow Botetourt County to become a member of the Roanoke Valley Greenway Commission and authorized the County Administrator to sign the Intergovernmental Agreement on the County's behalf.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-06-10

WHEREAS, in 1997, the City of Roanoke, the City of Salem, the County of Roanoke, and the Town of Vinton entered into an Intergovernmental Agreement establishing the Roanoke Valley Greenway Commission; and

WHEREAS, the purpose of the Roanoke Valley Greenway Commission is to promote and facilitate coordinated direction and guidance in the planning, development, and maintenance of a system of greenways throughout the Roanoke Valley; and

WHEREAS, Botetourt County has recently established its own Comprehensive Trail Plan and has been actively developing various trails throughout the County to include the Greenfield Trail System, the Upper James River Water Trail, and the Daleville Greenway; and

WHEREAS, these greenways will enhance the quality of life for the citizens and the County desires to participate in planning future greenways within the greater Roanoke Valley and believes joining the Commission would enhance and promote the County's current and future trail system; and

WHEREAS, Botetourt County's request to join the Commission has been approved by resolution of all current members; and

NOW, THEREFORE, BE IT ORDAINED THAT, the Botetourt County Board of Supervisors approves and authorizes the County Administrator to execute an Intergovernmental Agreement to become a member of the Roanoke Valley Greenway Commission with the City of Roanoke, the City of Salem, the County of Roanoke, and the Town of Vinton, upon such form as approved by the County Attorney.

Consideration was then held on award of a contract for independent benefits consulting services. Mr. David Moorman, Deputy County Administrator, stated that the County periodically advertises for bids for benefit consulting services for employee health insurance, prescription drug, wellness, and dental insurance coverage.

He noted that a request for proposals was issued earlier this spring and nine responses were received. Mr. Moorman stated that a staff team consisting of the Human Resources Manager, the Director of Finance, and himself reviewed and evaluated all proposals and selected three firms for interviews. He noted that following these interviews, in which Mr. Dodson partic-

ipated, the team requested additional information and then reduced the potential list of consultants to two firms: Digital Benefit Advisors from Richmond and Trustpoint Advisors from Roanoke. He noted that Trustpoint is the County's current insurance consultant.

Mr. Moorman noted that the staff team met again on Friday afternoon to discuss which firm to recommend to the Board. He noted that, due to the unavailability of a primary member of DBA's staff who would be assigned to the County's account, the evaluation team is not ready at this time to recommend one specific firm to be awarded this contract. Mr. Moorman stated that either firm would be able to provide satisfactory consultant services to the County; however, the team would prefer to talk directly with the DBA staff member who would be handling the County's account, visit their office in Richmond, and view first-hand the company's resources to ensure that they are able to fulfill their contractual duties to the County and its employees.

Therefore, Mr. Moorman stated that the team is requesting that the Board authorize it to conduct additional due diligence and evaluation of Digital Benefit Advisors and Trustpoint Advisors, and once they feel that adequate information to award the contract has been provided, that the team be allowed to award the contract to one of these firms in an amount not to exceed \$18,000 in first year costs, subject to review by the County Attorney.

Mr. Moorman stated that the County's employee health plan expires on November 30 so timing is critical to begin work with the consultant on negotiating the new plan year's coverages and costs. He noted that delaying award of this contract until the July 26 Supervisors meeting would significantly impact the timing of the insurance renewal process.

After questioning, Mr. Dodson stated that in his opinion the two firms are "neck and neck" in their ranking based on the evaluation criteria. He noted that DBA may bring assets to the table that Trustpoint may not have and he believes that staff should have additional time to talk in person to the DBA staff member who would handle the County's account.

Mr. Williamson then made a motion, which was seconded by Mr. Dodson, to authorize the staff evaluation team to conduct additional due diligence and evaluation of Digital Benefit Advisors and Trustpoint Advisors, authorize the staff team to select between the two firms and make a contract award to the company that represents the better firm to provide independent benefits consulting services as requested by the County, and authorized the staff to negotiate and execute an agreement with the selected firm for a first year cost not to exceed \$18,000 effective July 1, 2016, upon review and approval by the County Attorney.

After questioning by Dr. Scothorn, Mr. Moorman stated that the first year contract costs of the nine proposers ranged from \$18,000 to \$55,000.

After further questioning by Dr. Scothorn, Mr. Dodson stated that the staff evaluation team considered all of the criteria mentioned in the agenda item and narrowed the list of nine proposers to DBA and Trustpoint. He noted that, of these two firms, DBA is offering a lower first year contract cost. Mr. Dodson stated that Trustpoint reduced their proposal cost from the current year's price.

Mr. Dodson stated that the Affordable Care Act has "thrown a wrench" into medical insurance coverage options and more changes are forthcoming in the future. He noted that over the four year consultant contract period both firms were within \$20,000 - \$21,000 of each other's cost to provide these services.

After questioning by Mr. Dodson, Mr. Moorman stated that Trustpoint's second year contract fee would be \$17,500, while DBA's would be \$25,000.

Dr. Scothorn stated that, as both the Board of Supervisors and School Board work together to consolidate services, he hopes that employee insurance benefit coverages of these two groups would be able to be combined to achieve savings.

Mr. Dodson stated that this issue was discussed in the interview process in order to ascertain which firm would be most helpful in this matter.

Mr. Dodson further stated that his feeling would be that DBA would be the best consultant firm to providing these services but he would like additional information on the company's assets and other information that could only be provided by the staff member who will not return to the office until next week.

Mr. Moorman stated that one issue that makes the provision of insurance consultant services more challenging for the County is our self-funded benefit program. He noted that the staff visit to DBA's office would determine whether they have some familiarity with all coverage options and their willingness to meet the County's needs. He noted that some of the largest insurance consultant firms do not have the broad experience that the County needs.

Mr. Williamson stated that this would be a four year contract subject to annual renewals. Mr. Moorman stated that this was correct.

Dr. Scothorn stated that he "does not think we should get hung up on the number but the savings as a whole."

There being no further discussion, Mr. Williamson's motion was voted on as follows:
(Resolution Number 16-06-11)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Williamson further stated that the County has been lenient on permitting tobacco usage by those employees and family members covered under our health insurance policies and by allowing spouses who have insurance coverage at their place of employment to be covered on County policies. He noted that the Board should continue to tighten up these provisions to encourage staff and their covered spouses/family members to quit smoking or be covered by the spouse's employer insurance policy.

Consideration was then held on a lease agreement for the building located at 5 West Back Street in Fincastle. Mr. David Moorman, Deputy County Administrator, stated that the Tourism Office is currently located in the Parks and Recreation Office on East Main Street. He noted that, due to an office reorganization, Tourism will become part of the Economic Development Department as of July 1. He noted that Mr. Ken McFayden, the new Economic Development Director, will begin working for the County on July 18.

Mr. Moorman stated that, due to office space issues in the Courthouse Complex, staff reviewed several office space configuration options and, when it was determined that the disruption and costs were not reasonable, other office space lease options were considered.

Mr. Moorman stated that the leasing agent for the Clark Building located at 5 West Back Street, located across the street from the rear of the Circuit Courthouse, was contacted and negotiations ensued for office space to house the Tourism and Economic Development Departments. He noted that the lease agreement is still being finalized but is proposed to be for a three year term beginning July 1 to rent 1,076 square feet of space plus communal restroom and kitchen facilities. Mr. Moorman noted that the lease would be \$960 per month for the first

year, \$1,010 for the second year of the lease, and \$1,035 per month in the third year, with annual increases of 2.5% thereafter. Mr. Moorman stated that the building's owner would provide janitorial services for all shared spaces and the County would pay utilities for the space rented.

Mr. Moorman stated that staff believes that this is a fair agreement, it is good, functional office space, and relatively new construction which will present a good image for the County. Mr. Moorman noted that funding to pay the rent is available in the current budget's economic development funds.

After questioning by Mr. Martin, Mr. Moorman stated that the space currently occupied by the Tourism staff in the Parks and Recreation Office will be used by other departmental personnel. After further questioning by Mr. Martin, Mr. Moorman noted that some new office furniture will need to be purchased for the Economic Development Director.

Mr. Tony Zerrilla, Director of Finance, stated that there was a \$2,500 expenditure included on this month's accounts payable list for new furniture for the Tourism Office. He further stated that the County is obtaining quotes for furnishings for the Economic Development Office and will consider this expenditure in July during the reappropriation of funds from FY 16 to FY 17. He stated that these costs will be covered with budgeted funds.

Mr. Williamson noted that this rental amount calculates to \$11 per square foot including custodial services and use of common space.

Mr. Moorman stated that the building's owner has been very good to work with during the negotiation process.

Mr. Zerrilla noted that the County previously rented this same space for the Comprehensive Services and Tourism offices approximately 10 years ago.

After questioning by Mr. Martin, Mr. Moorman stated that the old office furniture will continue to be used in place.

There being no further discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board authorized staff to complete negotiations and execute a lease agreement with Waldvogel Commercial Properties, Inc., for 1,076 square feet of office space located at 5 West Back Street in Fincastle, consistent with the terms discussed, upon review and approval of the lease agreement by the County Attorney. (Resolution Number 16-06-12)

AYES: Mr. Leffel, Mr. Dodson, Mr. Martin, Mr. Williamson, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Discussion was then held on ratification of the emergency declaration issued by the Director of Emergency Services on June 23, 2016.

Mr. Leffel stated that an emergency was declared in the County on June 23 and the Board of Supervisors is required by Section 44-146.21 of the State Code to ratify this declaration within 14 days of issuance.

Mr. Larowe stated that he, as Director of Emergency Services, declared a local emergency last Thursday evening due to a heavy rain event which resulted in flooding along the James River in northern Botetourt County. He noted that, as Covington and Alleghany County were declared disaster areas, Botetourt County would be eligible for reimbursement from the

federal government of any expenses incurred during the emergency, as we are an adjacent locality.

Mr. Larrowe stated that there was limited damage in the County to private property other than the James River blocked Lowe Street in Buchanan and several other roadways were blocked by water as mentioned by the VDoT representative earlier today.

There being no further discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following resolution ratifying the emergency declaration issued by the Director of Emergency Services on June 23, 2016, regarding the heavy rain and flooding event which occurred in the County.

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-06-13

WHEREAS, the Board of Supervisors of the County of Botetourt, Virginia, does hereby find as follows:

1. That due to the occurrence of a severe, heavy-rain event which commenced in the northern part of the County at approximately 9:30 P. M. on June 23, 2016, through 7:00 A. M. on June 25, 2016, the County of Botetourt faced a condition of extreme peril to the lives, safety, and property of the residents of and visitors to Botetourt County;
2. That the Director of Disaster and Emergency Management deemed that a state of emergency existed at 9:30 P. M. on June 23, 2016, and through and until 7:00 A. M. on June 25, 2016;
3. That as a result of this extreme peril, the proclamation of the existence of an emergency was necessary to permit the full powers of government to deal effectively with this condition of peril;
4. That a State of Emergency was subsequently declared in accordance with Code of Virginia Section 44-146.21;
5. That a Board of Supervisors ratification of the declaration is required;

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of the County of Botetourt, Virginia, that a local emergency existed throughout the County of Botetourt, and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency, the powers, functions, and duties of the Director of Disaster and Emergency Management and the Emergency Services organization and functions of the County of Botetourt were/are those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of the County of Botetourt were implemented in order to mitigate the effects of said emergency, and,

That the County Administrator undertake all possible efforts required in an attempt to recover any emergency-related local expenditures from the Commonwealth of Virginia, the Federal Emergency Management Agency (FEMA), or any available, non-local source.

Mr. Dodson then commended the County's fire and EMS personnel for their professionalism in their manner and dress during Fire Chief Jeff Beckner's funeral earlier this month. Mr. Dodson noted that he is very proud of how the County's volunteers and career staff presented themselves throughout the funeral service.

Discussion was then held on various appointments.

On motion by Mr. Dodson, seconded by Mr. Martin, and carried by the following recorded vote, the Board appointed Mrs. Betty Painter of 1232 Valley Road, Troutville, Virginia, as the Amsterdam District representative on the Social Services Board for a four year term to expire on July 1, 2020, and directed staff to send a letter to Mrs. Donna Henderson thanking her for her previous eight years of service on the Board of Social Services. (Resolution Number 16-06-14)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board reappointed Mrs. Jan Smith as the Valley District representative on the Board of Social Services for a four year term to expire on July 1, 2020. (Resolution Number 16-06-15)

AYES: Dr. Scothorn, Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman then called for a 10 minute break.

The Chairman called the meeting back to order at 4:03 P. M.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into Closed Session at 4:04 P. M. to discuss personnel matters; the acquisition of real property for public uses or the disposition of publicly held real property where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body; discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the County; and consultation with legal counsel regarding specific legal matters as per Section 2.2-3711(A) (1), (3), (5) and (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-06-16)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 5:03 P. M.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-06-17)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

After discussion, on motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board directed staff and the County Attorney to draft a resolution for review by the Board members and submittal to the Virginia Association of Counties

expressing opposition to the provisions of Section 15.2-2303.4 Provisions applicable to certain conditional rezoning proffers of the Code of Virginia which limit the County's ability to discuss proffered condition proposals with developers and rezoning applicants and requesting VACo's assistance in the submittal of legislation in the 2017 General Assembly session to revise these provisions. (Resolution Number 16-06-18)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the meeting was adjourned at 5:05 P. M. (Resolution Number 16-06-19)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None