

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, September 27, 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
Dr. Donald M. Scothorn

ABSENT: Members: Mr. Billy W. Martin, Sr.

Others present at the meeting:

Mr. Gary Larrowe, County Administrator
Mr. David Moorman, Deputy County Administrator
Mr. Jim Guynn, County Attorney

The Chairman called the meeting to order at 12:55 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 regarding specific individuals; 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 2.2-3711A (1), (3), (5), and (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-09-01)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

The Chairman called the meeting back to order at 2:00 P. M.

On motion by Mr. Leffel, seconded by Mr. Williamson, 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 16-09-02)

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

NAYS: None

ABSENT: Mr. Martin

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.

Mr. Leffel welcomed everyone to the meeting and asked for a moment of silence.

Dr. Scothorn then led the group in reciting the pledge of allegiance.

Mr. Leffel then stated that the County would like to present a resolution of appreciation to the family and friends of Chief Jeff Beckner. Mr. Leffel stated that Chief Beckner began work for the County in September 2014 as its first Fire and EMS Chief. He noted that Chief Beckner was a natural fit in the County, his personality was larger than life, and he was physically and mentally strong.

Mr. Leffel stated that Chief Beckner was with the County for only a short time before his death in June 2016 but his efforts resulted in a “cultural shift” for the County. He noted that Chief Beckner was a motivator and brought people together and there will never be another individual like him.

Mr. Leffel stated that on behalf of the County the Board would like to present a resolution to Chief Beckner’s family today commemorating the honor and service he provided to the County and its citizens. Mr. Leffel then stated that the first time he met Chief Beckner he felt like he had known him for a long time and it was an honor and privilege to have known him.

Mr. Dodson then read the following resolution:

WHEREAS, Jeffrey W. Beckner served as the Chief of the Botetourt County Department of Fire and Emergency Medical Services from September 2014 to June 3, 2016; and,

WHEREAS, Chief Beckner was the County’s first Chief of Fire and Emergency Medical Services after providing 30 years of service to the Roanoke Fire-EMS Department; and,

WHEREAS, Chief Beckner’s reputation for leadership, teambuilding, and collaboration, made him the natural choice to lead the combination volunteer and career department in Botetourt County; and,

WHEREAS, Chief Beckner served the citizens and visitors of Botetourt County with the highest degree of leadership and professionalism; and,

WHEREAS, During Chief Beckner’s service to Botetourt County, he fostered greater working relationships between career and volunteer personnel; instituted new policies and directives for a safer and more efficient operation; led the Commission of Fire and EMS through numerous challenges; implemented and refocused personnel on the Incident Management System; commissioned the development of a new brand for the Department including a new patch, slogan, and color scheme for apparatus; began hosting individual community-based volunteer recognition and recruitment days; represented the interests of Fire and EMS during strategic planning sessions for the future of Botetourt County; initiated the redesign of dispatching criteria to ensure a more appropriate fire response at high-occupancy and high-risk facilities; implemented the development of the County’s stand-alone backup 911 Center and Emergency Operations Center; as well as countless other programs and projects; and,

WHEREAS, Chief Beckner’s leadership capabilities were instrumental in fostering a renewed approach to the County’s combination fire and EMS volunteer and career coordinated emergency response system; and,

WHEREAS, Botetourt County, its citizens, and visitors are safer because of the leadership of Chief Jeffrey W. Beckner; and,

WHEREAS, Chief Beckner was recognized as being an individual who emphasized family, friends, and spending time with those you love; and,

WHEREAS, Chief Beckner’s passing impacted communities throughout southwestern Virginia; and,

WHEREAS, Chief Beckner’s family will forever be in our thoughts and prayers as the County lost a great friend, colleague, mentor, leader, father, brother, and Chief,

NOW, THEREFORE, we, the Board of Supervisors of Botetourt County, Virginia, do hereby recognize and express our appreciation to Chief Jeffrey W. Beckner and his family for their service, dedication, and commitment to the citizens and visitors of Botetourt County.

Mr. Dodson also read the background and selection criteria for the newly-created Jeffrey Beckner Leadership Award which will be presented annually by Chief Beckner’s family.

Deputy Chief Jason Ferguson then presented the framed copy of this proclamation to Mrs. Julie Beckner.

Mrs. Beckner thanked the Board for this presentation. She stated that her husband loved the County, his co-workers, the citizens, and made many true friends during the short time he was employed by the County. On behalf of her son and daughter, Mrs. Beckner thanked the County for all that they have done for her and her family over the past few months.

Deputy Chief Ferguson stated that the Leadership Award will include the presentation of a commendation bar for the winner to wear on their dress uniform. He noted that this award will provide recognition to either a volunteer or career Fire/EMS staff member for their performance, leadership skills, and the actions in "going above the call of duty." He noted that a plaque with each of the award winners' names will be posted in the Fire/EMS office and at each volunteer fire station.

Mr. Leffel then thanked Chief Ferguson for the time and hard work that he put into creating the Leadership Award program guidelines and in drafting the resolution presented to Chief Beckner's family today.

Introductions of several new County employees were then made.

Mr. Steve Vest, Library Director, introduced Ms. Heather McIntosh as the new Library System Cataloguer. He noted that this is an important and professional position which has an impact on all of the library's branches. Mr. Vest stated that Ms. McIntosh will be responsible for organizing and cataloging all of the materials that come into the library.

Mr. Vest stated that Ms. McIntosh has a BA degree from the University of Central Florida and a Master's degree in Library and Information Science from Syracuse University. He noted that she has worked in several libraries in Georgia, and in the Suffolk, Virginia, public library. He noted that Ms. McIntosh began work for the County on September 12.

Ms. McIntosh stated that she appreciates the opportunity to work for the County and it is great to meet the Board of Supervisors.

Mr. Dodson and the Board welcomed Ms. McIntosh to employment with the County.

Fire Chief Tommy Fuqua then introduced four new employees who will work at the new 24/7 EMS unit at Troutville. He noted that Mr. Jeff Whitaker was a Troutville Volunteer Fire Department member and has been an EMT for several years. He noted that Mr. Michael Simpson has worked part-time for the department for over a year and has a positive attitude for the work that he does. Chief Fuqua noted that Ms. Amanda Simmons previously worked at Read Mountain Fire and Rescue and is currently certified to provide Basic Life Support (BLS). He noted that Ms. Simmons was not able to attend today's Board meeting as she is attending classes to obtain an advanced life support training designation. Chief Fuqua then introduced Mr. Brad Bryant who was previously employed for seven years with Roanoke County and began work in the County as a volunteer at the Fincastle Rescue Squad. He also introduced Mr. Darren Rock who also worked for Roanoke County for seven years as an EMT-Intermediate and previously worked with the Blue Ridge Fire and Rescue Department. He noted that Mr. Rock also worked for several years as a part-time EMT for the County.

Mr. Leffel welcomed these individuals to employment with the County. He also thanked the County's EMS family for all that they do to keep citizens and visitors safe.

Mrs. Nicole Pendleton, County Planner, then introduced three new employees in her office. She noted that Mr. Dorian Allen has been in the Department as an intern since early

August archiving old land use records. She stated that he is in the process of earning a Master's Degree from Virginia Tech and has an undergraduate degree from Howard University.

Mrs. Pendleton then introduced Mr. Barry Roberts as the County's new Code Enforcement Officer. She noted that Mr. Roberts will work with citizens on Zoning Ordinance compliance issues. Mrs. Pendleton noted that he retired as a Lieutenant from the High Point, North Carolina, Police Department, has an Associate's degree from Rockingham Community College, and previously served in the military.

She then introduced Mr. Jerod Myers as the County's new Long-Range Planner. She noted that Mr. Myers will be updating and maintaining the County's Comprehensive Plan. Mrs. Pendleton stated that he graduated from Virginia Tech, previously worked in Washington, DC, and should graduate this month with a Master's degree in Urban Planning from the University of Barcelona in Spain.

Mrs. Pendleton also recognized Mrs. Laura Goad for recently completing the Certified Planning Commissioners program through the Virginia Tech Cooperative Extension Service. She noted that this is a 10 week program which reviews the laws and principles of planning.

The Board congratulated Mrs. Goad on obtaining this certification and welcomed all of the new employees to the County.

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

There being no discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the following consent agenda items: (Resolution Number 16-09-03)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Approval of minutes of the regular meeting held on August 23, 2016;

Approval of the following transfers and additional appropriations:

Transfer \$172.87 to Central Purchasing – Store Supplies, 100-4012530-12530-6021, from various departments as follows for store supplies usage:

- \$ 8.06 County Administrator – Office Supplies, 100-4012110-12110-6001
- \$60.00 Dep. County Admin. – Office Supplies, 100-4012120-12120-6001
- \$ 8.06 Finance – Office Supplies, 100-4012430-12430-6001
- \$36.00 Community Dev. - Office Supplies, 100-4081200-81200-6001
- \$23.25 CSA - Office Supplies, 100-4053500-53500-6001
- \$37.50 Economic Dev. – Office Supplies, 100-4081500-81500-6001

Transfer \$56,304.71 from General Fund – Undesignated Fund Balance to Economic Authority of Botetourt County account. These funds will support economic development activity efforts in Greenfield, including costs associated with the Eldor project.

Additional appropriation in the amount of \$32,625.00 to Debt Service – VPSA 2006A, 100-4095000-60000-9500-606. This is a credit received from a 2014 Virginia Public School Authority Refunding. The County will receive an annual credit through the term of this debt (July 15, 2026) which was for the JRHS renovation.

Additional appropriation in the amount of \$1,100.00 to Parks & Recreation – Marketing, 100-4071100-71100-5840-000. These are donated funds from several sources for disc golf tournament sponsorship.

Additional appropriation in the amount of \$759.98 to Volunteer Fire and Rescue – County Volunteer Fire Depts. – 100-4032200-32200-5641. This is a reimbursement

from the Town of Buchanan for computer equipment purchased for the Buchanan Fire Department.

Additional appropriation in the amount of \$1,432.62 to the following Sheriff's Department accounts: \$1,080 to Forest Patrol Salaries, 100-4031200-31200-1900; \$82.62 to FICA, 100-4031200-31200-2100; and \$270.00 to Vehicle & Power Equipment - Fuel, 100-4031200-31200-6008. These are reimbursed funds received for Forest Patrol overtime expenses.

Additional appropriation in the amount of \$894.21 to Correction & Detention – Medical & Lab Supplies, 100-4033100-33100-6004. These are funds received from Craig County and inmate co-pays to reimburse for inmate medical costs.

Additional appropriation in the amount of \$802.84 to the following Sheriff's Department accounts: \$387.50 to Ball Game Pay, 100-4031200-31200-1500; \$358.29 to Wages – Overtime, 100-4031200-31200-1200; and \$57.05 to FICA, 100-4031200-31200-2100. These are funds received as cost reimbursements for providing security at various functions in the County.

Additional appropriation in the amount of \$700.59 to Sheriff's Department – Firing Range Expenses, 100-4031200-31200-6015. These are funds received for the sale of brass casings recovered at the firing range.

Approval of Accounts Payable and ratification of the Short Accounts Payable List; and Approval of a lease agreement with Spickard, LLC, for office space located at 11 East Main Street for use by the Commonwealth's Attorney and authorized the staff to sign the agreement on the County's behalf.

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, was then present to speak to the Board.

Mr. Hamm then reviewed VDoT's monthly report. He stated that work to replace two narrow bridges, extend existing pipes, and safety improvements on Route 220 north of Eagle Rock began in late August. He noted that this project has a two year construction schedule. Mr. Hamm noted that paving on Alternate Route 220 and several secondary system roadways has been completed and some additional paving/surface-treatment projects will be done over the next few weeks as the weather allows.

Mr. Williamson noted that a nice job was done on the Wheatland Road paving project.

After questioning by Mr. Williamson on when the next section of Route 11 north of Troutville will be paved, Mr. Hamm stated that all primary system paving projects in the County have been completed for 2016. He noted that a 1½ mile section of Route 11 from Route 640 toward Buchanan is scheduled for paving in 2017.

After further questioning by Mr. Williamson, Mr. Hamm stated that one section of the shoulder on Brugh's Mill Road has a drainage issue which will necessitate this area being dug up and repaired before paving is completed

After further questioning by Mr. Williamson, Mr. Hamm stated that he believes that the entire length of Brugh's Mill Road is scheduled for paving in 2018 and Blue Ridge Turnpike and Farmers Road are scheduled for paving in 2019.

Mr. Dodson stated that Sprinkle Road (Route 669) is also in need of surface treatment.

After questioning by Dr. Scothorn, Mr. Hamm stated that VDoT's paving/surface treatment contracts include a provision for the contractors to sweep up excess gravel from the roadways. He noted that this sweeping is done two weeks after the roadway is treated to allow time for gravel to adhere to the surface treatment.

Dr. Scothorn stated that there was a lot of grit and gravel left on the streets in Highland Manor after this past winter's weather which needs to be swept up. Dr. Scothorn also stated that there are also "hills and valleys" in the pavement in Hunter's Green Subdivision. He noted that Drake Trail (Route 1088) will need to be paved, if not this year, then in 2017.

Mr. Hamm then stated that road patching and tree trimming work is continuing throughout the County.

Mr. Hamm then reviewed several traffic engineering study requests. He noted that the crosswalk/pedestrian signage in Troutville was completed earlier this month and signs have been ordered for Route 640 to notify drivers that the area is prone to flooding. Mr. Hamm stated that VDoT staff have been reviewing this area of Route 640 (Lithia Road) for over a year to try to determine the best solution to this flooding problem.

Mr. Williamson noted that it appears that the options include relocating the creek or raising the roadway.

Mr. Hamm stated that additional speed limit signs are being posted on Routes 617 and 627 near Buchanan Elementary School. He noted that one section of Schoolhouse Road does not indicate the end of the 25 mph speed limit and signs will be installed to notify drivers of this speed limit change. Mr. Hamm stated that there is current signage on Schoolhouse Road notifying drivers that the speed limit is 25 mph when school is in session.

Mr. Hamm stated that signs have also been installed on Route 635 (Timber Ridge) notifying tractor trailer drivers that the roadway is not suitable for these types of large vehicles.

After questioning by Mr. Dodson, Mr. Hamm stated that the Route 220 traffic engineering study from Botetourt Center at Greenfield to Bonsack is underway.

After questioning by Mr. Williamson on the anticipated completion date of this study, Mr. Hamm stated that Mr. Brian Blevins is present at today's meeting and would be able to answer this question.

After further questioning by Mr. Williamson, Mr. Hamm stated that the turning lane project on Route 220 northbound near the Advance Auto store is in the works and VDoT plans to have this project completed before winter by in-house maintenance staff.

Mr. Leffel thanked VDoT for the brush removal work in the Eagle Rock and Salt Petre Cave Road areas. Mr. Hamm then discussed VDoT's new mowing and brush removal guidelines under their new "pollinator" conservation regulations.

There being no further discussion, the Board thanked Mr. Hamm for this update.

Consideration was then held on a resolution of support for highway project funding applications under the House Bill 2/Smart Scale program. Mr. Cody Sexton, Information Specialist, stated that there are five projects in the County proposed to be submitted to VDoT for funding under the Smart Scale program--Fincastle Bypass; I-81 Exit 150 Park and Ride; Rt. 696 (Buhrman Road/Locust Bottom Road) Realignment; I-81 Southbound Auxiliary Lane – Exit 150 to Weigh Station; and I-81 MM 166.7 - 169.4 Improvements. Mr. Sexton stated that endorsement from the Board of Supervisors on these projects is required before they can move forward in VDoT's funding application process.

Mr. Sexton stated that the Fincastle bypass, the Exit 150 park and ride, and the Route 696 realignment are being submitted on the County's behalf, the I-81 southbound auxiliary lane is being submitted by the Roanoke Valley Transportation Planning Organization, and the I-81 "S" curve project in Arcadia is being submitted by the Roanoke Valley/Alleghany Regional Commission.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution of support for the Botetourt County Smart Scale project applications:

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 16-09-04

WHEREAS, the Botetourt County Board of Supervisors is committed to advocating for and ensuring the long-term provision of superior transportation infrastructure both in the County and the region; and,

WHEREAS, the Board supports and is actively involved in regional transportation planning through memberships in the Roanoke Valley-Alleghany Regional Commission (RVARC) and the Roanoke Valley Transportation Planning Organization (RVTPO); and,

WHEREAS, the Virginia Commonwealth Transportation Board's application guidelines allow localities and regional entities, such as RVARC and RVTPO, to apply for funding through the Smart Scale process; and,

WHEREAS, staff from Botetourt County, RVARC, RVTPO, and VDoT have identified five transportation projects in the County that would provide the greatest benefit to the citizens of and visitors to the County and the region and could possibly compete well in the 2016 Smart Scale process; and,

WHEREAS, staff from RVARC, RVTPO, and VDOT have also identified other transportation projects throughout the region that will provide extensive indirect benefits to Botetourt County;

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors fully endorses and supports an application by County staff for the Fincastle Bypass, I-81 Exit 150 Park and Ride, and Rt. 696 Realignment projects; and,

BE IT FURTHER RESOLVED, that the Botetourt County Board of Supervisors fully endorses and supports applications by the Roanoke Valley-Alleghany Regional Commission staff for the following transportation project: I-81 MM 166.7-169.4 Improvements; and,

BE IT FURTHER RESOLVED, that the Botetourt County Board of Supervisors fully endorses and supports applications by the Roanoke Valley Transportation Planning Organization staff for the following transportation project: I-81 Southbound Auxiliary Lane – Exit 150 to Weigh Station; and,

BE IT FINALLY RESOLVED, that the Botetourt County Board of Supervisors, in a spirit of regionalism and cooperation, fully endorses and supports other applications made by the staff of the RVARC and the RVTPO for transportation projects outside of Botetourt County which will benefit the region as a whole.

Consideration was then held on a resolution requesting the acceptance of an extension of Bridge Street North in the Town of Buchanan into the Secondary System of Highways. Mr. Brian Blevins, Area Land Use Engineer with VDoT, stated that that Hearthland Subdivision was developed in the early 1990s; however an approximately 0.1 mile section of the roadway, including a cul-de-sac, was not completed or accepted into the Secondary System for maintenance. He noted that the section from the End of State Maintenance to the cul-de-sac will be surface treated under the Rural Addition Program.

Mr. Blevins stated that the Town of Buchanan is doing a water tank replacement project along this roadway and VDoT will have the roadway paved when the tank's construction project is completed. He noted that \$45,000 was previously budgeted for this project; however, some

of these monies were reallocated to the Route 11/606 intersection project a few years ago. Mr. Blevins stated that the Bridge Street North project is estimated to cost \$35,000.

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 following resolution requesting that a 0.1 mile section of Bridge Street North (Route SC1303) be accepted into VDoT's Secondary System of Highways.

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 16-09-05

WHEREAS, the street described below currently serves at least 3 families and was established prior to July 1, 1992, at which time it was used by motor vehicles as a public access, and

WHEREAS, the County has determined its subdivision ordinance satisfies subsection B of §33.2-335 Code of Virginia, and is therefore eligible to make qualifying additions to the secondary system of state highways maintained by the Virginia Department of Transportation and fund necessary improvements as setout therein, except as otherwise prohibited by subsection B of §33.2-336 Code of Virginia, and

WHEREAS, this Board has identified immediately available funding to make improvements required to qualify the street for addition to the aforesaid secondary system of state highways, based on the Department's cost estimate of \$35,000,

NOW, THEREFORE, BE IT RESOLVED, pursuant to §33.2-335, Code of Virginia, this Board requests the following street be added to the secondary system of state highway maintained by the Virginia Department of Transportation and hereby guarantees the right-of-way of the street to be clear, unencumbered and unrestricted, which right of way guarantee shall include any necessary easements, required for cuts, fills, and drainage:

Name of Subdivision:	Hearthland Subdivision (Plat Book 14, Page 73)
Name of Street:	Bridge Street North, Route SC1303
From:	Existing end of State maintenance
To:	Cul-de-sac
Length:	0.1 miles
Guaranteed Right of Way Width:	45 feet
Source of Funds:	Botetourt County Secondary System Construction Program Funds (\$35,000)

BE IT FURTHER RESOLVED, this Board agrees to reimburse, within 45-days of receiving an invoice, all costs that the Virginia Department of Transportation incurs to relocate existing utilities within the right of way that are discovered during the course of and in conflict with the construction, drawing such funds from resources other than those administered by the Department, and

BE IT FURTHER RESOLVED, this Board agrees to reimburse, within 45-days of receiving an invoice, all costs that the Virginia Department of Transportation incurs in the construction of necessary improvements to the road that are over and above the estimated cost of improvements or to otherwise identify an eligible source of funds administered by the Department to cover such costs, and

BE IT FINALLY RESOLVED, that a certified copy of this resolution and a county check in the amount of \$ 0 be forwarded to the Residency Administrator of the Virginia Department of Transportation.

After questioning by Mr. Dodson, Mr. Blevins stated that VDoT staff have been moving forward with the Route 220 planning study. He noted that they have been working on reviewing the Smart Scale applications for the Salem District over the past few weeks but should have more time to work on the Route 220 study after the September 30 application deadline. Mr.

Blevins stated that this study includes Route 220 from Botetourt Center at Greenfield to Bon-sack and part of U. S. Route 11 in the Exit 150 area.

After questioning by Mr. Williamson, Mr. Blevins stated that this study could take approximately 1½ years to complete. Mr. Blevins stated that the study will include a review of each intersection along Route 220, a short, medium, and long-term review, and proposed improvements.

Mr. Williamson stated that VDoT should also include an evaluation of the potential for traffic signals on Route 220 at Lord Botetourt High School.

Mr. Blevins stated that VDoT has previously reviewed this request and this area does not meet their requirements for traffic signal installation. He noted that heavy traffic through this area is not continuous—it only occurs at certain times of the day.

Mr. Williamson stated that school personnel are currently standing in the middle of a four lane, divided highway stopping traffic when school starts and ends so that school buses can enter and leave the school site.

There being no further discussion, the Board thanked Mr. Blevins and Mr. Hamm for attending today’s meeting.

Consideration was then held on approval of the FY 2017 rollover resolution. Mr. Tony Zerrilla, Director of Finance, stated that this request is to reappropriate \$810,000 from the FY 2016 budget into the FY 2017 budget for the completion of two projects--\$550,000 for the purchase of a new fire truck which will be delivered this fall; and \$260,000 for completion of the County financial software upgrade.

Mr. Zerrilla stated that, minus today’s requested rollovers, there is a balance of \$2,315,832 remaining in the FY 16 budget. He noted that an additional rollover request will be brought before the Board in October for grant funding for the purchase of self-contained breathing apparatus for the Fire/EMS Department.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the following FY 2017 rollover resolution. (Resolution Number 16-09-06)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

<u>Destination Acct #</u>	<u>Account Description</u>	<u>Amount</u>	<u>Explanation/Reason</u>
100-4032200-32200-8005	Vol. Fire & Rescue-Capital Outlay-Motor Vehicle Equip	\$550,000	Fire truck on order
100-4094000-12510-8009-101	Enterprise-wide Software	<u>\$260,000</u>	To continue project
TOTAL	General Fund Operations & CIP	<u><u>\$810,000</u></u>	

Consideration was then held on a resolution accepting the removal of language from the Diamondback Subdivision plat regarding the potential acceptance of British Woods Drive into the State Secondary System of Highways. Mr. Kevin Shearer, General Services Manager, stated that British Woods Drive (Route 1010) runs through British Woods and Diamondback Subdivisions which were developed in the 1970s/80s. He noted that the portion of this roadway

located in British Woods is State maintained while the approximately one mile section in Diamondback is a private road.

Mr. Shearer stated that the property owners on the private section have requested that the road be accepted into the VDoT Secondary System for maintenance for several years; however, there is a note on the recorded subdivision plat that states that the cost to bring the roadway into the system “shall be the responsibility of the developer of the parcels or the owner of the parcel or both.”

He stated that the General Assembly recently approved legislation (State Code Section 55-50.4) that allows private roads to be eligible for State funds to bring the roads up to VDoT standards if 100% of the property owners along the roadway agree to amend the plat to remove the language regarding the limitation on the use of State funds. Mr. Shearer stated that the County has received signed Deeds of Consent to this effect from all impacted landowners.

Mr. Shearer further noted that there is additional language on the plat that the street right-of-way is dedicated to the “State Department of Highways.” He noted that the typical language on such plats is that the right-of-way is dedicated to the “County.” Mr. Shearer stated that by removing this language the road will become eligible for Rural Addition funding to make these improvements.

Mr. Shearer recommended that the Board adopt the resolution included in their agenda packets which accepts the Deeds of Consent, authorizes staff to have them recorded in the Circuit Court Clerk’s Office, and authorizes the advertisement of a public hearing at the October regular meeting on removal of the 1981 plat language.

Dr. Scothorn thanked everyone involved for their participation in the various citizen meetings held on this roadway issue. He noted that the citizens have been working toward having this roadway accepted by the Highway Department for 20 years and they have been personally funding any needed roadway repairs during this time.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the following resolution accepting the deeds of consent as received from the landowners along British Woods Drive in Diamondback Subdivision, authorized the staff to record said documents in the Circuit Court Clerk’s Office, and authorized the advertisement of a public hearing at the October 25 regular meeting for consideration of removal of the 1981 plat language regarding road upgrade costs being the responsibility of the parcel developer or owner and dedicating the right-of-way to the “State Department of Highways.”

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 16-09-07

WHEREAS, on July 9, 1981, the Botetourt County Subdivision Agent approved a plat of subdivision for Section 1 of Diamondback Subdivision (the “Plat”), which is of record among the land records of Botetourt County, Virginia, at Plat Book 10, Page 105; and

WHEREAS, the Plat contained the following note relating to British Woods Drive:

NOTE: Street Right-Of-Way is not presently in the Secondary System of the State Highway Department and will not be taken into such system until it has been brought up to the standards for such highways set by the State Department of Highways. The cost of bringing such Right-of-Way up to such standards shall be the responsibility of the developer of the parcels or the owner of the parcel or both.

Which plat note effectively prohibited the use of Virginia Department of Transportation or local funds to upgrade the road for acceptance into the State System of Secondary Highways; and

WHEREAS, new legislation adopted by the General Assembly in 2015 and codified as § 55-50.4 of the Code of Virginia, 1950, as amended, provides that such notes may be removed upon consent of all the landowners in the subdivision; and

WHEREAS, all lot owners in Section 1 of the Diamondback Subdivision have given their written consent to removal of the Note:

NOW THEREFORE, the Botetourt County Board of Supervisors hereby:

1. Accepts the consents pursuant to Va. Code § 15.2-1803, and authorizes the County Administrator to execute and record the consent documents among the land records of Botetourt County;
2. Directs the Clerk the cause to be advertised a public hearing pursuant to §15.2-2272 of the Code of Virginia, 1950, as amended, to receive public comment on a partial vacation of the Diamondback Subdivision, Section 1, Plat to remove the abovementioned note, as well as a note providing erroneously that British Woods Drive is dedicated to the State Department of Highways;
3. And this resolution is effective upon adoption.

Consideration was then held on a Memorandum of Understanding with the Virginia Community College System regarding the shared services facility in Daleville. Mr. David Moorman, Deputy County Administrator, stated that this MoU was drafted pursuant to the incentives offered by the County to the VCCS in December 2015 for the location of a shared services facility in the former nTelos building in Daleville.

Mr. Moorman stated that the MoU requires VCCS to create 190 full-time jobs by January 1, 2019, while the County's incentives include the provision of up to 117 workstation cubicles and expedited permitting assistance. Mr. Moorman stated that the original estimated cost of these cubicles was \$140,000; however, the County Administrator identified an opportunity to purchase these items from a federal surplus property sale last month at Fort Monroe in eastern Virginia at a reduced price.

Mr. Williamson stated that the negotiations with VCCS on the location of this facility were conducted last fall/winter while the County was between County Administrators. He noted that this project could have been "fumbled" but was not due to Mr. Moorman's efforts in negotiating this agreement. He thanked Mr. Moorman for his work on this project.

Mr. Dodson stated that this was a great economic development announcement for the County.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the Memorandum of Understanding with the Virginia Community College System for the shared services facility in Daleville and authorized the County Administrator to sign the document on the County's behalf. (Resolution Number 16-09-08)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Consideration was then held on the designation of a voting delegate and an alternate for the VACo annual meeting in November.

It was noted that the Virginia Association of Counties' annual meeting will be held at The Omni Homestead resort from November 13 – 15, 2016, and a voting delegate and alternate from the County will be needed for actions taken at the business meeting on November 15.

On motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board appointed Mr. Todd Dodson as the County's voting delegate and Dr. Donald Scothorn as the alternate for the Virginia Association of Counties' annual meeting in November. (Resolution Number 16-09-09)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Mr. C. J. Boothe, Project Engineer, and Mr. Jimi Shockley, Vice President with Roanoke Gas Company were then present to update the Board on upcoming infrastructure improvements.

Mr. Boothe stated that Roanoke Gas has planned for infrastructure improvement projects in three areas of the County—Daleville, Troutville, and Fincastle. Mr. Boothe noted that the Troutville Town Council has received a presentation on the proposed improvements in the Town and he will give a similar presentation to the Town of Fincastle in October. Mr. Boothe stated that these projects will replace approximately six miles of their pre-1973 plastic gas transmission lines. He noted that Roanoke Gas has provided their project plans to VDoT for review as many of these lines are located within VDoT's right-of-way.

Mr. Boothe stated that the Daleville project includes the installation of a new, 2 inch plastic gas line along Azalea Road and various streets in Cambridge Subdivision located behind and north of Lord Botetourt High School. He noted that they intend to bore under the street when needed.

He noted that a couple of small sections of pipe will also be installed along a portion of Glebe Road and York Drive near Catawba Road (Route 779) and a new 2" plastic line will be installed along Orchard Lake Drive, Meadow Circle, and Ridgecrest Drive in Orchard Lake Subdivision.

He stated that the Troutville project includes an open cut along Route 11 to replace the existing 3" line with a new 6" plastic line from the Old Town Body Shop to Stoney Battery Road and under the Norfolk-Southern Railroad tracks to the Virginia Transformer Corporation property. Mr. Boothe stated that a portion of the line will be placed beneath the sidewalk through an open cut; however, a large amount of this line is located within the Route 11 right-of-way which will necessitate traffic control measures being put in place when their construction crews are working within the roadway. Mr. Boothe stated that they will need to bore under the railroad tracks on Stoney Battery Road and bore twice under Buffalo Creek along Route 11.

After discussion, Mr. Boothe stated that they will also install a 4" plastic line along Valley Road (Route 779) from Route 11 to an easement on Dr. Wayne Fralin's property west of Precast Way. He noted that there is limited right-of-way along Valley Road so the project will have to be open cut with some pavement areas being milled and paved. He noted that they will try to keep as much of the line out of the roadway as possible to reduce the impact on traffic flow.

Mr. Boothe stated that the Fincastle project includes an open cut for a new 4" line from the Botetourt Technical Education Center up to Breckinridge Elementary School, and along Carper, Jefferson, and Back Streets to Route 220. He noted that a couple of sections of 2" line

along Jockey's Alley and along Main Street in front of the Registrar's and Parks and Recreation offices will be installed by open cut. He noted that from the Back Street/Route 220 intersection, the line will run along Route 220 south to Herndon Street, along Factory Street to Blacksburg Road, along Blacksburg Road to Grove Hill Road, and then approximately ½ mile along Grove Hill Road to their regulator station.

He stated that due to an approximate 25' elevation change between the Back Street/Route 220 intersection and Blacksburg Road, the line will have to be installed along Route 220 southbound to the Herndon Drive intersection and loop back into Blacksburg Road. Mr. Boothe further stated that a 1,000' section of line along Blacksburg Road near Shavers Farm Road will also be replaced.

After discussion, Mr. Boothe stated that it is possible that some of these line locations/routes will change after the plans are reviewed by VDoT. He noted that the project is estimated to cost \$3 million and work should begin in late November and be completed next summer.

After questioning by Mr. Dodson, Mr. Boothe stated that Roanoke Gas will mail notices to those customers impacted by this project approximately 2 – 3 weeks before work begins.

There being no further discussion, the Board thanked Mr. Boothe for this presentation.

After discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board reappointed Mr. John Kilby and Mr. Jeff Emry to the Economic Development Authority for four year terms to expire on November 1, 2020. (Resolution Number 16-09-10)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board appointed Captain John R. Mandeville as the County's representative on the Roanoke Valley Alcohol Safety Action Program Policy Board and the Regional Community Criminal Justice Board for a three year term to expire on July 1, 2019. (Resolution Number 16-09-11)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Ms. Nancy Grasso with One Digital Health and Benefits, the County's insurance consultant, was then present to speak regarding employee health insurance renewals. Ms. Grasso stated that she and her staff carefully reviewed the health insurance renewal proposals before making their recommendations to the Board. She noted that the County's dental, prescription drug, and medical insurance contracts are up for renewal for the new plan year which begins on December 1, 2016.

She stated that they analyzed the insurance claims for the current plan year and considered various renewal proposals. Ms. Grasso stated that the County's has a self-funded dental plan with Revolv. She stated that the plan is performing well and the plan's administrator is not proposing an increase in their fees for the new plan year. Ms. Grasso noted that this fee will remain at \$3.25 per employee per month.

Ms. Grasso noted that the renewal for the new plan year is projecting an increase of 11% in claim costs with no changes proposed for the plan's coverage and she is recommending renewal of the dental plan with the County funding the 11% proposed cost increase.

Ms. Grasso stated that the self-funded prescription drug plan costs through Kroger Prescription Plans (KPP) for the current year were a concern. She stated that these costs were \$275,000 through July 2016 which is 25% of the plan's overall medical expenses. Ms. Grasso stated that she believes that these increases are due to new drugs coming into the marketplace. Ms. Grasso stated that there have been some large prescription claims this year and the County is spending an average of \$1,700 per employee per year on prescription drugs. She further stated that there has been a high utilization of specialty classified drugs by employees for conditions such as cancer, multiple sclerosis, and liver disorders.

After questioning by Mr. Williamson, Ms. Grasso stated that there are no generic versions available for these new drugs.

After questioning by Dr. Scothorn, Ms. Grasso stated that new drugs undergoing clinical trials are not covered or offered under the County's prescription drug plan. She stated that new medications have become available as a result of these trials, which often take years to complete, and doctors are available to prescribe them once the drug's safety is verified by the Food and Drug Administration.

After further questioning by Dr. Scothorn, Ms. Grasso stated that the County has a 90th percentile generic drug utilization by its employees, which is very high. She further noted that nationally the cost of drugs is rising and these costs are projected to increase in the future at a higher rate than in the past. Ms. Grasso stated that the County's traditional prescription drug use is the same as in previous years.

After discussion, Ms. Grasso further stated that KPP is proposing no administrative fee increase in the new plan year for prescription drug coverage.

Regarding the medical insurance renewal, Ms. Grasso stated that the County's current medical plan has incurred claims of \$1.4 million to date with \$863,000 in claims expense forwarded to the reinsurer as they exceeded the \$100,000 stop-loss amount. Ms. Grasso stated that the County's stop-loss claims are increasing at a significant rate.

She stated that, based on a review of the County's claims experience through August 31 compared to previous years, the consultant and underwriters have agreed that the cost to maintain the same health insurance options for the new plan year will be similar to the current plan's costs. She noted that they anticipate a renewal increase projection of 0.5% for annual maximum cost for the new plan year. Ms. Grasso stated that there are several large health insurance claims; however, they are from only a few employees. She stated that they are not recommending any changes in the health plan's design as it is competitive with other County governments and businesses in Virginia.

Ms. Grasso stated that, at KPP's recommendation, there will be some changes to the prescription drug program. She noted that certain drugs have alternatives available at a lower cost. She also stated that KPP is recommending that the County follow a moderate prescription drug authorization platform which includes some prescription drug exclusions and a more stringent authorization process on certain drugs. She noted that a listing of excluded drugs was included in the Board's hand-out and includes drugs such as Beconase AQ, Zetonna, Pexeva, Dexilant, Prestalia, Farxiga, Nioptan, Antara, Naprelan, Edluar, etc.

Ms. Grasso stated that a caveat has been added to this drug exclusion proposal that, if a doctor says that the patient needs the excluded medication, the prescription will be approved.

After questioning by Mr. Williamson, Ms. Grasso stated that, if approval of a certain drug is denied by MedCost, there is an appeals process for the patient/doctor to follow.

Ms. Grasso then stated that she is recommending that the County continue with the tobacco surcharge in the new plan year. She noted that this surcharge has been set at 50% of the employee-paid premium for employees and covered family members per month for the past two plan years. She stated that tobacco use increases the cost of health insurance plans.

She further stated that they are also recommending that the spousal surcharge be increased from \$150 to \$250 per month as of December 1. She noted that this surcharge is for employees who choose to cover their spouse when the spouse has the option of coverage through the spouse's employer. Ms. Grasso stated that these surcharges help the County as a whole to keep its rates down.

After questioning by Mr. Williamson, Mr. Dodson stated that there are currently nine employee spouses covered by the County's health insurance plan who could obtain health insurance elsewhere.

Ms. Grasso also recommended that the County continue the wellness program as it is a reward for the employees' good, healthy behavior.

After discussion, Ms. Grasso stated that under the provisions of the Affordable Care Act (ACA), in 2017 the employee cost for health care premiums cannot exceed 9.66% of the employee's annual income. She noted that employers are required to track and provide proof that they offer minimal essential and affordable healthcare coverage. She further noted that in 2018 a 40% tax will be imposed on insurance companies providing "Cadillac" health plans, which are based on how much the plan costs. She noted that the County's plan is not in this category. Ms. Grasso stated that no changes to the ACA are proposed in 2019.

Dr. Scothorn stated that doctors and patients are "held hostage" by the insurance companies and insurance companies are "held hostage" by the government. He noted that costs for drugs such as Coumadin, which is a blood thinner, can be up to and exceed \$65,000 per year. Dr. Scothorn stated that clinical studies are being done on new drugs and questioned why the insurance companies are not assisting in this process to save money and lower drug costs.

Ms. Grasso stated that there are opportunities for employees to participate in clinical trials; however, they cannot force anyone to do so. Ms. Grasso stated that "clinical trials are still trials" and the insurance companies do not want to recommend a drug or procedure that is not an approved process.

Dr. Scothorn stated that he disagrees with this as it would be advantageous for the patient and the doctor to find out about and participate in these trials.

Mr. Williamson stated that the employees may believe that these trails make them "feel like a guinea pig."

After questioning by Mr. Williamson, Ms. Grasso stated that there is no clearinghouse for clinical trials that doctors and patients can review and obtain information. She stated that everyone should be more cognizant of what drugs and medical procedures are available.

Ms. Grasso then reviewed the consultant's and staff's recommendations for health insurance renewals as follows: Renew self-funded medical plans with MedCost for the time period of December 1, 2016 through November 30, 2017, with no changes to the medical plan offered; Increase the employee contribution on the medical plan per the schedule provided; Renew the self-funded pharmacy contract with Kroger Prescription Plans and make changes to add the excluded prescription drug medications and the step therapy program; Renew the

dental contract with Revolv with the County funding 100% of the proposed dental increase; and maintain the current wellness program.

She noted that they are anticipating future rate increases and noted that the employees' health insurance premiums were last increased in the 2013-14 plan year.

After questioning by Mr. Williamson, Ms. Grasso stated that the recommended employee rate increases are a corrective and proactive action. She suggested that the County fund the 11% dental insurance increase.

It was noted that the Employee Only rate is proposed to increase from \$33/month to \$55/month; the Employee and Family rate is proposed to increase from \$323/month to \$358/month, etc.

After questioning by Mr. Williamson, Ms. Grasso stated that, compared to other localities represented by One Digital, almost all Botetourt County employees participate in the dental plan.

After questioning by Mr. Williamson, Mr. Tony Zerrilla, Director of Finance, stated that the insurance renewal recommendations are estimated to provide \$175,000 in savings for the County in the new plan year compared to the insurance allocation included in the FY 17 budget. Mr. Zerrilla reminded the Board that he did have to come back before the Board in FY 13 and FY 14 to request additional funds for the County's self-insured health plans as the claims exceeded the budget allocation.

After further questioning, Mr. Zerrilla stated that the insurance reserve account is approximately \$200,000 less than at this same period last year.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the following employee health insurance renewals for the 2016-2017 plan year: Renew self-funded medical plans with MedCost for the period of December 1, 2016 through November 30, 2017, with no changes to the medical plan offered; Increase the employee contribution on the medical plan per the schedule below; Renew the self-funded pharmacy contract with Kroger Prescription Plans and make changes to add the excluded prescription drug medications and the step therapy program; Renew the dental contract with Revolv with the County to fund 100% of the proposed increase; maintain the current wellness program; and authorized the staff to execute the associated plan documents upon review and approval of the County Attorney: (Resolution Number 16-09-12)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

	CURRENT Active Employee Premiums				PROPOSED Active Employee Premiums			
	Non-Tobacco		Tobacco		Non-Tobacco		Tobacco	
		With Spousal Surcharge \$150		With Spousal Surcharge		With Spousal Surcharge \$250		With Spousal Surcharge
Employee Only	33.00		50.00		55.00		83.00	
Employee & Spouse	221.00	371.00	332.00	482.00	256.00	506.00	384.00	634.00
Employee & Child	102.00		153.00		137.00		206.00	
Employee & Children	201.00		302.00		230.00		345.00	
Employee & Family	323.00	473.00	485.00	635.00	358.00	608.00	537.00	787.00

Mr. Zerrilla thanked Mr. Dodson for his participation on the staff team which worked with One Digital to review these insurance renewal proposals. He also thanked Ms. Grasso and her team for their participation and efforts in this negotiation process. Mr. Zerrilla noted that the original renewals proposed a 3.8% increase for the new plan year before the negotiations commenced.

Mr. David Moorman, Deputy County Administrator, also thanked Ms. Grasso, her staff and the County staff for their work on these renewal contracts.

Mr. Moorman then asked that the Board consider an amendment to the County's current medical insurance plan. He noted that the current plan includes an exclusion for infertility-related costs and MedCost is recommending that this provision's language be revised to also include an exclusion for surrogacy.

Mr. Moorman stated that the amendment removes ambiguity in the health insurance plan and states that the County will not be responsible for charges incurred by either a surrogate mother or a health plan participant who is a surrogate mother. He noted that surrogacy is considered an elective option that is not medically necessary.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board accepted an amendment to the MedCost health insurance plan amending the Infertility section to include language that surrogacy-related expenses are excluded from coverage as attached. (Resolution Number 16-09-13)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the meeting was continued at 3:47 P. M. until 6:00 P. M. on Monday, October 3, 2016, in the Seminar Room at the Botetourt Technical Education Center (BTEC) for a joint meeting with the School Board. (Resolution Number 16-09-14)

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

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None