

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, August 26, 2015, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 2:00 P. M.

PRESENT: Members: Mr. L. W. Leffel, Jr., Vice-Chairman
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Mr. Todd L. Dodson

ABSENT: Members: Dr. Donald M. Scothorn, Chairman

Others present at the meeting:

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

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

Mr. Leffel noted that both Mrs. Guzi, County Administrator, and Dr. Scothorn, Chairman, had had recent deaths in their families and were not present at today's meeting.

Mr. Leffel then asked for a moment of silence. Mr. Leffel then led the group in reciting the pledge of allegiance.

After discussion, on motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board amended the meeting's agenda to include the addition of a Closed Session to be held at the end of the meeting. (Resolution Number 15-08-01)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Mrs. Nicole Pendleton, Planning Manager, then introduced Ms. Amanda McGee to the Board as the County's new Planner. Mrs. Pendleton noted that Ms. McGee worked as an intern in the Community Development Department this summer, is a graduate of Hollins University, has a Master's degree in Urban and Regional Planning from Virginia Tech, and previously interned at the Roanoke Valley/Alleghany Regional Commission. She noted that Ms. McGee's duties will focus on long-range and comprehensive planning.

Mrs. Pendleton further stated that Ms. McGee was awarded the *Graduate Student for Professional Promise* by the Virginia Chapter of the American Planning Association and the Department's staff is looking forward to working with her in the future.

The Board then welcomed Ms. McGee to employment with Botetourt County.

Mr. Leffel and Mr. Moorman then recognized those individuals who have been employed by the County for 5, 10, 15, 20, 25, and 35 years. Mr. Moorman then asked that each employee come forward as their name is called for presentation of a certificate of recognition: Five years— Michael Hibben, Eagle Rock Librarian; Helen (Gracie) Humbert, EMT/Firefighter Lieutenant; David Lash, Recreation Maintenance Crew Leader; Daniel Murray, EMT/Firefighter BLS; Kathryn Wallace, Library Assistant; Ten Years—Douglas Anthony, EMT/Firefighter Lieutenant; Lesa Mabe, Community Development Technician; Gordon McCoy, Jr., Recreation Maintenance Worker; Deborah Shafer, Library Assistant (accepted by Steve Vest, Library Director); Della Smith, Library Assistant; Fifteen years—Angela Crawford, Recreation Programs Coordinator; Sherry Perry, Circuit Court Deputy Clerk; Twenty years—Sharon Clark, Circuit Court Administrative Assistant; Jacqueline Mullins, Children's Librarian; Twenty-five years—

Greg Hannah, Waste Management Manager; Thirty-five years—Susan Fain, Secretary to the County Administrator.

It was noted that those employees who were unable to attend today's meeting would be presented with their certificates at a later date (Jaclyn East, EMT/Firefighter-BLS, and Kimberly Suiter, Utilities Administrative Assistant).

Mr. Leffel thanked all of these employees for their years of service and dedication to the County.

After discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the minutes of the regular meeting held on July 28, 2015, were approved as submitted. (Resolution Number 15-08-02)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there was one transfer and six pass through appropriations for the Board's consideration this month. He noted that these included receipt of funds, insurance claim proceeds, donations, funds for inmate medical expenses, and the State's share of FY 15 fines collected by the Commonwealth's Attorney's Office through District Court. He noted that the State's portion of these fines is included on this month's accounts payable list.

After questioning by Mr. Williamson, Mr. Zerrilla stated that a total of \$100,000 in fines were collected by General District Court in FY 15.

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 transfers and additional appropriations. (Resolution Number 15-08-03)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Transfer \$795.23 to Sheriff's Department - Vehicle & Power Equipment Supplies, 100-4031200-6009, from the following departments for vehicle repairs at the County Garage:

- \$ 15.59 Dep. Co. Admin - Repair & Maint. – Vehicles, 100-4012121-3312
- \$153.39 Devel. Svces. - Repair & Maint. – Vehicles, 100-4034000-3312
- \$115.50 Animal Control – Veh. & Power Equip. Suppl., 100-4035100-6009
- \$194.71 Tourism – Veh. & Power Equip Supplies, 100-4081600-6009
- \$ 56.43 Maintenance – Repair & Maint. – Vehicles, 100-4043000-3312
- \$146.51 Emerg. Svces. – Repair & Maint. – Vehicles, 100-4035500-3312
- \$ 9.50 General Services - Repair & Maint.–Vehicles, 100-4040000-3312
- \$ 44.29 Parks & Rec.–Veh. & Power Equip. Supplies, 100-4071000-6009
- \$ 27.62 Van Program – Repair & Maint. – Vehicles, 100-4071500-3312
- \$ 31.69 Library – Repair & Maint. – Vehicles, 100-4073100-3312

Additional appropriation in the amount of \$2,626.47 to the following Sheriff's Department accounts: \$1,980 to Forest Patrol Salaries, 100-4031200-1900; \$151.47 to FICA, 100-4031200-2100; and \$495 to Vehicle Equipment & Supplies, 100-4031200-6009. These are Forest Patrol funds received for the reimbursement of forest patrol overtime and related expenditures.

Additional appropriation in the amount of \$1,015.00 to Volunteer Fire & Rescue – Instruction & Training, 100-4032200-3181. These are funds received from Carillon Clinic for training provided by County staff as per a precept agreement with Jefferson College of Health Sciences.

Additional appropriation in the amount of \$1,169.57 to Fire & EMS – Repair & Maintenance – Vehicles, 100-4035500-3312. These are funds received from Farm Bureau Insurance for a claim for damages to apparatus.

Additional appropriation in the amount of \$50,295 to Revenue Refunds – Refunds, 100-4092000-5999. This is the State’s share of FY15 fines collected by the Commonwealth’s Attorney’s office through General District Court. The County retains the same amount. The State’s share is included in this month’s accounts payable.

Additional appropriation in the amount of \$9,961.40 to Correction & Detention – Professional Services, 100-4033100-3100. These are funds received from Craig County for their inmate medical bills at the Botetourt/Craig Regional Jail.

Additional appropriation in the amount of \$250 to Parks & Recreation – Education and Recreation Supplies, 100-4071000-6013. These are youth football donation funds received from the Cavalier Touchdown Club.

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 \$588,412.08; \$579,350.11 in General Fund invoices; and \$9,061.97 in Debt Service Fund expenditures. He noted that this month’s Short Accounts Payable totaled \$309,128.91; \$306,073.91 in General Fund invoices; and \$3,055 in Debt Service Fund expenditures.

Mr. Zerrilla stated that the only large expenditure this month was \$50,295 to Treasurer of Virginia for the State’s portion of fines collected at General District Court.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board approved the accounts payable list and ratified the Short Accounts Payable List as submitted. (Resolution Number 15-08-04)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on award of bids received for the Blue Ridge Turnpike (Route 606)/Lee Highway intersection project. Mr. Kevin Shearer, General Services Director, stated that the County was awarded funds for a Locally Administered Program (LAP) project to address safety concerns and straighten out the alignment of the Route 606/U. S. Route 11 intersection. He noted that this is a 50% local match program and to-date the County has provided \$120,000 in matching funds for this project.

Mr. Shearer stated that, in September 2013, staff provided the Board with an update on this project and noted that an additional appropriation of up to \$100,000 may be needed to complete this project. He further stated that, in February 2014, the staff provided an additional update and the Board authorized staff to negotiate and enter into a contract with Lumsden Associates for professional design and permitting services for this project.

Mr. Shearer stated that, once VDoT approved Lumsden’s design, the project was advertised for bids in June. He noted that four bids were received on August 5 and Earth Movers, Inc., was determined to have submitted the low bid of \$445,535. He stated that the engineer’s project estimate was \$553,977.

Mr. Shearer then reviewed the project’s budget. He noted that the project’s total anticipated cost is \$512,823; \$42,288 Lumsden design work; \$445,535 bid; \$25,000 other project costs including wetlands bank, legal, utility, and advertising fees. Mr. Shearer stated that the

County's one-half matching amount would be \$256,412 minus \$120,000 in matching fees already paid, and minus the \$60,000 available from the July 2015 reappropriation; therefore, the County would need an estimated \$75,900 in additional funds to complete this project. He noted that staff would have a confirmed amount, and would request an additional appropriation by the Board, in September.

Mr. Shearer then stated that the staff recommends that the Board award the bid for the Route 606/11 intersection improvement project to Earth Movers, Inc.

After questioning by Mr. Dodson, Mr. Shearer stated that four bids were received.

After questioning by Mr. Williamson, Mr. Shearer stated that this was a Locally Administered Program (LAP) project through VDoT. He noted that this is the second such LAP project that the County has been involved in. After further questioning, Mr. Shearer stated that the current estimate of total County funds needed for this project is \$135,000, subject to confirmation at the Board's September meeting.

After questioning by Mr. Williamson, Mr. Zerrilla stated that the Board approved a reappropriation of \$60,000 toward this project's costs at their July regular meeting. Mr. Zerrilla stated that the staff has been monitoring this project's costs and believe that the estimated additional funding amount is in the "ballpark."

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board awarded the Blue Ridge Turnpike (State Route 606)/ Route 11 intersection improvements construction contract to Earth Movers, Inc., in the amount of \$445,535 and authorized the County Administrator to sign the contract upon satisfactory review and approval by the County Attorney. (Resolution Number 15-08-05)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on the supplemental appropriation request from FY 15 to FY16. Mr. Tony Zerrilla, Director of Finance, stated that this appropriation is for projects begun in FY 15 that will continue into FY 16. He noted that the Board approved a total of \$697,750 in supplemental appropriations at their July regular meeting and today's request is for \$834,247.

Mr. Zerrilla stated that these requested appropriations include, among others, \$450,000 to be used to purchase a new fire truck, \$219,634 for the purchase of a new ambulance and \$133,391 to fund new enterprise-wide financial software. He mentioned that \$65,000 remains from the original supplemental appropriations list.

Mr. Williamson then stated that a total of \$1.6 million in reappropriation requests are being considered by the Board for the FY 16 budget and questioned when these monies would be spent.

Fire and EMS Chief Jeff Beckner stated that the new Troutville fire truck will be delivered in May 2016 and the new County ambulance should be delivered in November 2015.

After questioning by Mr. Williamson, Mr. Zerrilla stated that at least \$450,000 of this \$1.6 million reappropriation would be retained in the General Fund Balance at least until next spring.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Williamson, and carried by the following recorded vote, the Board approved the following supplemental appropriations from Fiscal Year 2015 to Fiscal Year 2016. (Resolution Number 15-08-06)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

<u>Destination Acct #</u>	<u>Account Description</u>	<u>Amount</u>	<u>Explanation/Reason For</u>
100-4012310-3180	Commissioner of Revenue	\$ 5,700	To provide coverage for training a new person on State income tax preparation
100-4012510-5530	Technology Services	\$ 1,586	For training class and related expenses; class was cancelled in FY15, to attend in FY16
100-4012510-5540	Technology Services	\$ 2,736	
100-4032200-3180	Vol. Fire & Rescue-Instr. & Training	\$ 10,000	Continued emphasis on training
100-4032200-8005	Vol. Fire & Rescue-Cap. Outlay-Mtr. Veh.	\$ 450,000	Firetruck to be purchased.
100-4035600-3320	Emer. Comm. - Maint. Contracts	\$ 10,000	To be applied toward backup dispatch center
100-4035500-8001	Fire & EMS - EDP Equipment	\$ 1,200	Laptop for Fire Inspector
100-4035500-8005	Fire & EMS – Cap. Outlay - Mtr. Vehicle	<u>\$ 219,634</u>	Ambulance on order
TOTAL	General Fund Operations	\$ 700,856	
100-4094101	CIP - Enterprise Wide Software	<u>\$ 133,391</u>	For continuation of project.
TOTAL	CIP	\$ 133,391	
GRAND TOTAL	General Fund Operations & CIP	<u><u>\$ 834,247</u></u>	

Consideration was then held on approval of the Personal Property Tax Relief Act (PPTRA) rate for the 2015 tax year. Mr. Tony Zerrilla, Director of Finance, stated that, in December 2005, the Board adopted ordinance amendments regarding the PPTRA which addressed the State's new reimbursement method for car tax relief for vehicle values from \$1,001 to \$20,000. He noted that the County has received a State block grant in the amount of \$3,418,137.01 annually since 2006 and this amount will remain unchanged in future years unless General Assembly legislation is enacted. He noted that this fixed amount has reduced the State's subsidy from a targeted 70% (prior to 2006 under the Car Tax Program) to a smaller percentage each year.

After discussion, Mr. Zerrilla stated that, in determining how to distribute this tax relief to County taxpayers, the Board adopted the Specific Relief Method in December 2005. He noted that this method gives localities the option to apply State relief on a per vehicle basis and includes the specific amount of relief on each tax bill.

Mr. Zerrilla stated that, based upon projected vehicle values and the amount of tax relief to be provided by the State in 2015, the County's reimbursement is projected to be 59% with the taxpayer portion set at 41% which is a 1% increase over 2014 (40%). He noted that these percentages take into consideration the impact of used car values and the qualifying vehicle values base. He noted that Team members who worked on determining this relief percentage included the County Administrator, Treasurer, Commissioner of Revenue, and himself.

After discussion, Mr. Zerrilla requested that the Board adopt the resolution contained in their information packets to set the percentage of car tax relief at 59% for the 2015 tax year.

After questioning by Mr. Williamson, Mr. Zerrilla stated that the rate was 60%/40% last year. After further questioning by Mr. Williamson, Mr. Zerrilla stated that the State's block grant

came within approximately 1% of meeting this percentage figure in 2014. After further questioning, Mr. Zerrilla stated that he feels good about this year's estimated relief percentage based on the vehicle value base information that is currently available.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Williamson, and carried by the following recorded vote, the Board adopted the following resolution establishing the percentage reduction for personal property tax relief at 59% for Botetourt County for the 2015 tax year.

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Resolution Number 15-08-07

WHEREAS, in accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly and as set forth in item 503.E (Personal Property Tax Relief Program or "PPTRA") of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle with a taxable situs within the County commencing January 1, 2006, shall receive personal property tax relief; and,

WHEREAS, this Resolution is adopted pursuant to amendments to Chapter 23 Taxation of the Botetourt County Code adopted December 20, 2005,

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF SUPERVISORS OF BOTETOURT COUNTY, VIRGINIA, as follows:

1. That tax relief shall be allocated so as to eliminate personal property taxation for qualifying personal use vehicles valued at \$1,000 or less.
2. That qualifying personal use vehicles valued at \$1,001 - \$20,000 will be eligible for 59% tax relief for the 2015 tax year.
3. That qualifying personal use vehicles valued at \$20,001 or more shall only receive 59% tax relief for the 2015 tax year on the first \$20,000 of value; and
4. That all other vehicles which do not meet the definition of "qualifying" (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.), will not be eligible for any form of tax relief under this program.
5. That the percentage applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to Botetourt County by the Commonwealth of Virginia.
6. That this Resolution shall be effective from and after the date of its adoption.

Consideration was then held on a resolution supporting signatory authorization by the County Administrator for documents regarding the Daleville Greenway grant from VDoT's MAP-21 Transportation Alternatives Program. Mr. Pete Peters, Director of Parks, Recreation, and Tourism, stated that in November 2014, his staff submitted a grant application through VDoT and the MAP-21 Transportation Alternatives Program (TAP) for funding for additional design work and construction of the proposed Daleville Greenway. He noted that in June 2015 the County received notice that \$476,000 in funds had been awarded for this project and these monies would be available for reimbursement as of October 1, 2015.

Mr. Peters stated that as per TAP guidelines, a resolution from the Board is required to provide formal signatory designation for the County Administrator to sign the project's administration agreement and other associated documents.

After questioning by Mr. Dodson, Mr. Peters stated that approximately 3 miles of the greenway is proposed to be constructed with these funds and he believes that the staff have a good estimate of the project's costs.

After discussion, Mr. Peters stated that the grant requires a 20% local match and he believes that the County can meet this percentage by providing in-kind services.

After questioning by Mr. Williamson, Mr. Zerrilla stated that he is aware that appropriations for receipt of these grant funds will be needed on a periodic basis as the project's expenditures occur.

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 resolution in support of signatory authorization for the County Administrator as required by the MAP-21 Transportation Alternatives Program guidelines for the Daleville Greenway project.

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Resolution Number 15-08-08

WHEREAS, in October of 2014, the Board of Supervisors endorsed a resolution in support of the development of the Daleville Greenway, and

WHEREAS, in June of 2015, the Commonwealth Transportation Board allocated to Botetourt County \$476,000 in Transportation Alternatives Program funding for the design and construction of the Daleville Greenway;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors of Botetourt County hereby grants authority for the County Administrator to execute project administration agreements associated with the Daleville Greenway project.

Mr. Kevin Hamm, VDoT's Maintenance Operations Manager, was then present to give VDoT's monthly report. Mr. Hamm stated that the bridge replacement project on Springwood Road (Route 630) will necessitate the road being closed to through traffic for a maximum of two weeks (August 24 -September 4). He also noted that a bridge replacement project on Gilmer's Mill Road near Indian Rock and the County's boat landing on the James River will necessitate the road being closed for 19 days beginning September 28. Mr. Hamm noted that the schools, County Fire and EMS, Parks and Recreation, and other departments have been notified of these road closures.

After questioning by Mr. Williamson regarding Springwood Road being closed after the start of school, Mr. Hamm stated that VDoT notified the schools earlier this year about this road closure project and no concerns were expressed at that time.

Mr. Hamm noted that there were five land development and land use permits issued over the past month.

After questioning by Mr. Dodson, Mr. Hamm stated that work will begin shortly on the Deerfield Road Rural Rustic Road project. He noted that ditching and drainage work will be done by VDoT personnel beginning next week and the paving work will begin after that time. Mr. Hamm stated that it will take approximately three weeks to complete this project.

Regarding the drainage issues on Cartmill's Gap Road (Route 783), Mr. Hamm stated that work began this week to armor the stream at two locations to keep water out of the roadway. He noted that this project will also include establishing the ditch line behind the houses to

help carry the water from the spring back to the creek's channel to keep the road from washing out.

After questioning by Mr. Williamson, Mr. Hamm stated that this creek has moved twice in the last 50 years. He noted that, if the creek is relocated, then the Army Corps of Engineers would have to be involved which could delay the project further. He noted that, if this drainage work is not successful, VDoT could consider raising the roadway or relocating the road further away from the creek.

Regarding traffic engineering updates, Mr. Hamm stated that work to reconfigure the intersection to allow for two left-hand turn lanes on Commons Parkway onto Route 220 north-bound were completed last week. He noted that this change should increase the traffic movement through this intersection. After discussion, Mr. Hamm noted that Kingston Drive is a private intersection so VDoT cannot conduct a review of the traffic flow in that area.

Mr. Dodson noted that traffic on Commons Parkway will increase as this area is developed including a new assisted living facility which is under construction.

Mr. Hamm stated that a speed limit reduction study request from 55 mph to 45 mph has been submitted for Route 220 between Fincastle and Daleville. Mr. Hamm stated that VDoT can install upgraded warning signs along this stretch of roadway. He noted that speed studies were conducted on this section in 2009 and 2001.

After questioning by Mr. Dodson, Mr. Hamm stated that the study will review the section of Route 220 that is currently posted for 55 mph. Mr. Dodson stated that he believes that the study should concentrate on the section of Route 220 from Greenfield through Daleville as well as Alternate 220 to U. S. Route 460. Mr. Hamm stated that he would forward Mr. Dodson's request to their traffic engineering staff.

Mr. Hamm stated that the passing zone on Route 220 at Kelley's Market has been closed. He further noted that Fire and EMS Chief Jeff Beckner is working with VDoT's land use department to apply for the appropriate permits to have flashing yellow lights installed on Route 460 at the Blue Ridge Rescue Squad facility. Mr. Hamm stated that the a speed study on Haymakertown Road has been completed and the section from Catawba Road (section closest to Route 220) to the gravel portion of Haymakertown Road will be reduced to 35mph. He noted that the appropriate speed limit signage should be installed within the next two weeks.

Regarding the Mountain Pass Road through truck restriction and the request at last month's Board meeting for GPS Not Recommended warning signs on Humbert Road and the Route 11 portion of Mountain Pass Road, Mr. Hamm stated that VDoT staff have requested additional information from the Sheriff's Department on the number of incidents involving trucks that have occurred on these roadways.

After questioning by Mr. Martin, Mr. Hamm stated that VDoT has received several traffic study requests for Mountain Pass Road from citizens and he has informed them that the study is being conducted but it is a lengthy process.

Regarding Simmons Drive (Route 1047), Mr. Hamm stated that VDoT has repaved the shoulder area at this road's intersection with U. S. Route 11 and they believe that this will help the situation of tractor trailers damaging the dirt shoulder during sharp turns. He noted that they will still need to paint the pavement's edge and center lines in this area. Mr. Hamm further noted that, after receiving complaints from businesses, No Parking signs have also been installed along Simmons Drive's entire length.

Mr. Hamm stated that, upon receipt of a request from the Sheriff's Department, VDoT has also installed No Parking signs along Route 11 at the Kangaroo Mart near the Country Cookin' restaurant.

Mr. Hamm further stated that he received an update today on the County's request for identification signs on Interstate 81 for the Upper James River Water Trail and the Appalachian Trail and will forward that information to the Board.

Mr. Martin thanked Mr. Hamm for his assistance and response to requests from the Blue Ridge District.

Mr. Williamson stated that pavement patching work is proceeding in the County. He then requested that VDoT consider installing warning signs along Trevey Road (Route 638) that it is a "single-track" roadway. He noted that with the deep ditches along this narrow, curving roadway it is difficult for two vehicles to pass each other safely.

Mr. Hamm stated that there is a Catch-22 situation on this road. He noted that the deep ditches are needed to keep rainwater from eroding the roadway; however, it would be costly to widen and improve this gravel road.

Mr. Dodson then stated that he appreciated the work that Mr. Hamm is doing for the County and its citizens. He noted that it is a "thankless job."

Mr. Dodson noted that he had received a call from a Mrs. Lorrie Richards regarding issues regarding Blacksburg Road. After questioning by Mr. Dodson, it was noted that Mrs. Richards was not present at this meeting to provide further details.

Mr. Leffel commended Mr. Hamm and VDoT for the good job in paving/surface treating Route 43. Mr. Hamm noted that, by applying tar and gravel and then a slurry mixture on top of this surface, it cost VDoT 25% of a usual paving project to do this work. He noted that this type of pavement mixture holds up better on low-traffic roads than on a Route 220/Alternate 220 type of roadway.

There being no further discussion, the Board then thanked Mr. Hamm for his report.

Mr. Cody Sexton, the County's Information Specialist, then provided the Board with an update on the provisions of VDoT's new road improvement funding process under House Bill 2 including a listing of potential County projects to be considered for funding.

Mr. Sexton stated that he represents the County on the Roanoke Valley Transportation Planning Organization's Transportation Technical Committee. He noted that this is the first year of a new highway funding program for VDoT developed under the General Assembly's House Bill 2 legislation. He noted that this program's goal is to make the highway funding program more transparent.

Mr. Sexton stated that localities and regional entities such as the TPO or PDC identify candidate projects each spring based on local or regional need or safety concerns. He noted that the project must meet certain needs/parameters—safety, connectivity, and corridor reliability. He further noted that with VDoT's assistance, the locality/regional organization compiles data for each project's application in order to submit the application by October 1.

Mr. Sexton stated that VDoT scores the projects and releases their scorecard in January. He stated that the scores are forwarded to the Commonwealth Transportation Board (CTB) for consideration of inclusion in the Primary System Six Year Plan. He noted that the process is then similar to the Six Year Plan process where the draft Plan is released in April and the CTB

adopts the Plan in June. Mr. Sexton stated that preparation for the next year's application process will begin in the summer.

After questioning by Mr. Williamson, Mr. Sexton stated that it is the Secretary of Transportation's intention that once road improvement projects are listed on the Plan they will be fully funded within the six year period. Mr. Sexton stated that the Plan is going from "aspirational" to "fully-funded."

Mr. Williamson stated that he was unsure if new projects added to the Plan in this new cycle would supersede those projects currently on the Plan.

Mr. Sexton stated that there is a push to get many new highway projects on the plan this year as it is the first year of this new program. He noted that "we may know more next year" on how the program works.

Mr. Martin then stated that the CTB has said that once money is funded for a project it cannot be "bumped" from the Plan.

Mr. Sexton stated that once a project is fully-funded, the timeline may change but the funding will not.

After questioning by Mr. Dodson, Mr. Sexton stated that it depends on how the funding for a project that is currently on the Plan was received as to whether that project remains on the Plan.

After questioning by Mr. Leffel regarding the Fincastle bypass project which has no funding proposed for the current fiscal year, Mr. Sexton stated that this project could be considered a prime candidate for this new funding process; however, the issue would be the timing of the project and in which year's application process it would be considered.

Mr. Sexton stated that entities that are eligible for submitting funding applications include local governments (district and statewide funding), Transportation Policy Organizations (statewide funding), and Planning District Commissions such as the Roanoke Valley/Alleghany Regional Commission, (statewide funding). He stated that "district" projects will be competing against other "district" projects for funding in this new scoring program. Mr. Sexton stated that VDoT does not submit projects under this program; however, the CTB has the right to submit/include projects for the entire State. He noted that this process is driven by the localities and the regional entities.

Mr. Sexton then reviewed the list of six projects being considered for funding: Route 220 reconstruction, phases 2 and 3; I-81 Mile Marker 147 - 150 capacity project; I-81 Mile Marker 166-169 improvements/realignment and super-elevation/curve improvements; and I-81 Mile Marker 137 - 150 interchange lighting improvements. He noted that the County staff is working with the TPO, RVARC, and VDoT on an application strategy for these projects.

After discussion, Mr. Sexton stated that safety improvements to Route 220 north of Eagle Rock is the County's and the region's highest priority. He noted that there is \$70 million in funding "locked in" for phase 1 of this project.

After questioning by Mr. Dodson, Mr. Sexton stated that the County is working with the TPO and RVARC on the six projects previously reviewed. He noted that the County is considering ranking the super-elevation project at I-81 Mile Marker 166-169 as its top priority in this year's application process.

After discussion, Mr. Sexton stated that these projects will be considered at the September TPO and RVARC meetings prior to the application deadline of October 1.

Mr. Moorman stated that this program's guidelines are still in draft form and there are a lot of unknowns by VDoT and the County in how this program will work.

Mr. Dan Collins, VDoT's Salem Residency Administrator, stated that he had provided the Board with a quick guide/handout on the House Bill 2 program at last month's meeting. He noted that there are two pools of money for road improvement projects--\$500 million and \$48 million. Mr. Collins stated that the VDoT District Office scores the project applications prior to them being sent to the Central Office in Richmond for consideration by the CTB.

After questioning by Mr. Dodson, Mr. Collins stated that this process will affect Secondary System roadways that are considered major connector roads. Mr. Collins noted that the County is competing with the other localities in VDoT's Salem District for these funds.

After questioning by Mr. Williamson, Mr. Collins stated that the County is responsible for prioritizing its projects during this application process; not VDoT.

Mr. Williamson stated that VDoT's funding formula has been replaced with this new funding process.

Mr. Sexton stated that the County now has to specify that a proposed project "meets a need." He further stated that, by coordinating with the TPO and RVARC to make this designation for the six proposed projects, the County can ensure that one, two, or three of these projects could be considered for funding on the Six Year Plan.

After discussion, Mr. Sexton stated that the County staff team responsible for this application includes himself, the County Administrator, the Deputy County Administrator, the County Engineer/General Services Director, and the Planning Manager.

He noted that a resolution of support for the application of funding for these six local and regional projects will be brought before the Board for consideration at the September regular meeting. He further noted that discussion by staff regarding next year's application/funding cycle has already begun.

Mr. Williamson noted that the County's Comprehensive Plan update will begin soon and questioned if staff is working to ensure that all of these plans and programs "mesh" together.

Mr. Sexton stated that the staff is aware of and coordinating these projects.

Mr. Collins then stated that the County's current Six Year Plan projects that are under construction will not be affected by this new program.

There being no further discussion, the Board thanked Mr. Sexton for his report.

Consideration was then held on requests for actions related to the 2016 Reassessment. Mr. David Moorman, Deputy County Administrator, stated that Wampler-Eanes Appraisal Group has completed their assessment field work on approximately 98% of the County's 20,200 real estate parcels. He noted that their assessors are currently finishing work in the Buchanan area and beginning reviews of the County's commercial properties. Mr. Moorman stated that they will evaluate and complete assessments of the industrial properties before the end of 2015.

Mr. Moorman noted that, as this process proceeds, four actions are required of the Board of Supervisors: establishment of compensation for Board of Equalization (BoE) members; nomination of qualified persons for appointment to the Board of Equalization; request to the Circuit Court for a three-month extension of time for completion of the reassessment; and adoption of an ordinance establishing deadlines for the submission and final disposition of applications to the Board of Equalization. Mr. Moorman noted that the Board could take action on most of these items this month or delay them until September.

He noted that during the 2010 reassessment, the compensation/mileage rate for BoE members was set at \$18.50 per hour and 50.5¢ per mile and recommended that the hourly rate be adjusted per the Consumer Price Index to \$20 per hour with the mileage rate remaining at 50.5¢ per mile.

Regarding nomination of BoE members, Mr. Moorman stated that the Supervisors nominate these individuals to the Circuit Court Judge for appointment. He noted that, if the Board members have names of such individuals at today's meeting, they could be nominated at this time or the matter delayed until the September regular meeting. Mr. Moorman noted that nominees are required by State law to be residents of the County; be "broadly representative of the community"; and attend and participate in training given by the Virginia Department of Taxation. He further noted that a majority of members must be property owners in the County and thirty percent of members (2 of 5) must be commercial or residential real estate appraisers, other real estate professionals; builders or developers; or legal or financial professionals.

Mr. Moorman noted that a listing of the BoE members from the last three reassessments was included in the Board's information packets as a reference.

After discussion, Mr. Moorman stated that the Board is also required to conduct a public hearing on an ordinance establishing deadlines for BoE applications/appeals and for the BoE to act upon appeals in order to ensure timely completion of the reassessment process. He stated that the proposed deadline for submittal of appeals to the BoE is May 13, 2016, and the proposed deadline for the BoE to act on all appeals is June 30, 2016. He requested that staff is requesting authorization at today's meeting to advertise for this public hearing to be held at the September regular meeting.

Mr. Moorman stated that, as required by the State Code, reassessments are to be completed by December 31 of the year preceding their effective date. He noted that, in order to ensure reassessments take into account the most recent real estate sales through December 31 and to provide ample opportunity for reassessing officer hearings and hearings before the Board of Equalization, the County has routinely requested and received of the Circuit Court Judge a time extension of three months. He requested that the staff and County Attorney be allowed on the Board's behalf to request this three month time extension from the Judge.

Mr. Moorman then reviewed the staff's recommendations regarding actions pertaining to this agenda item.

After questioning by Mr. Williamson, Mr. Moorman stated that he is not aware of what compensation other area jurisdictions pay their BoE members but this information can be obtained prior to the September meeting.

After questioning by Mr. Williamson, Mr. Moorman stated that he does not have information from the assessors regarding the anticipated increase/decrease percentage in the County's real estate valuations.

After questioning by Mr. Williamson regarding the June 30, 2016, deadline for completion by the BoE to act on all appeals, Mr. Bill Arney, County Treasurer, stated that this deadline will give his and the Commissioner of Revenue's Office adequate time to make any adjustments to their files prior to the tax tickets being printed and mailed in late summer/fall.

After discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board authorized that the compensation of members of the Board of Equalization be set at the rates of \$20.00 per hour and 50.5¢ per mile for the 2016 reassessment. (Resolution Number 15-08-09)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized the advertisement of a public hearing at their regular September meeting on an ordinance establishing deadlines for the filing of appeals to the Board of Equalization and for the Board of Equalization to act upon said appeals. (Resolution Number 15-08-10)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

On motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board directed the County Attorney to submit a request for a three month time extension for completion of the 2016 reassessment to the Circuit Court Judge. (Resolution Number 15-08-11)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Chairman then called for a 10 minute break.

The Chairman called the meeting back to order at 3:32 P. M.

A public hearing was then held on the transfer of the Daleville pump station site to the Western Virginia Water Authority. Mr. Kevin Shearer, General Services Manager, stated that the County recently purchased a 0.217 acre site from Carriage Funeral Holdings, Inc., (Rader Funeral Home) on Route 220 in Daleville to be used as a water pump station site. He noted that staff is proposing that this site be transferred to the WVWA which now has oversight of the County's water and sewer systems. He noted that a draft deed has been prepared by the County Attorney.

Mr. Shearer stated that before the Board can transfer this property a public hearing is required under Section 15.2-1813 of the Code of Virginia. He noted that this public hearing was duly advertised in The Fincastle Herald on August 12.

After questioning by Mr. Leffel, it was noted that there was no one present to speak in regard to this matter. The public hearing was then closed.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized the disposition of a 0.217 acre parcel, formerly owned by Carriage Funeral Holdings, Inc. (Rader Funeral Home), located on Roanoke Road (U. S. Route 220) in Daleville, and identified on the Real Property Identification Maps of Botetourt County as Section 101, Parcel 68C, to the Western Virginia Water Authority for use as a water pump station site, and authorized the County Administrator to sign the deed on the County's behalf, subject to final review and approval by the County Attorney. (Resolution Number 15-08-12)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

After discussion, on motion by Mr. Martin, seconded by Mr. Williamson, and carried by the following recorded vote, the Board appointed Mrs. Rebecca Hudson of 151 Tara Court in Daleville, as a parent representative on the Community Policy and Management Team for a two year term to expire on September 1, 2017. (Resolution Number 15-08-13)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Updates were then provided on various committee/staff reports. Mr. Williamson noted that the Western Virginia Water Authority's Board of Directors did not meet this month but there were some billing system issues last month with County sewer customers who have private water service. Mr. Williamson stated that the Authority's staff has informed him that these issues have been resolved.

Mr. Williamson stated that he will report on the WVWA's September Board meeting at the next regular Supervisors meeting.

Mr. Leffel stated that overall the transfer of County water/sewer customers to the Authority was a good process.

Mr. Moorman then notified the Board that a ribbon cutting ceremony for phase one of the new Colonel William Preston Memorial has been scheduled for Saturday, September 19 at 3:30 P. M. on the Greenfield Education and Training Center property. He noted that the Board members are invited to attend this ceremony.

Mr. Dodson then noted that the liquor-by-the-drink petitions contained the required number of certified signatures to have this question included on the November ballot for the Valley District. Mr. Dodson thanked Mr. David Horton and Mr. Bill Hughes and other Valley District citizens for their work in obtaining these signatures.

Mr. Dodson stated that, by having the option of liquor-by-the-drink in the Valley District, it will open up this district which includes the Exit 150 area for new development.

Mr. Moorman then stated that the staff has begun the process of reviewing County employee insurance contracts which will be renewed on December 1. He noted that Mr. Dodson has agreed to serve on the staff team involved in this review.

Mr. Moorman stated that the County's insurance consultants, Trustpoint Insurance, have been reviewing various items to improve the County's performance and reduce program costs. He noted that MedCost will submit a health insurance renewal proposal to the County on or about September 11. Mr. Moorman further noted that the County has received notice from its dental insurance carrier, Revolv, that their rates will not increase in the new plan year.

Mr. Moorman stated that a recent meeting with MedCost representatives had to be cancelled and staff is working to reschedule this meeting within the next few weeks to discuss the employees' plan usage in 2014-2015 and MedCost's proposal for the 2015-2016 plan year. He

stated that the Board will be provided an update on these renewal discussions at the September regular meeting.

Mr. Williamson then noted that Roanoke City recently announced the implementation of a single stream collection program for recyclable materials whereby all recyclables could be placed in one, instead of separate, bins. Mr. Williamson stated that he does not know if this is being done at the request of the recycling contractor or if the City is paying a special fee to have all recyclables collected in one container.

Mr. Williamson asked that staff check to see if the County's recycling program could be handled with the use of one bin for all collected recyclable materials.

Mr. Moorman stated that he would have staff check into this issue.

A public hearing was then held on a resolution of concurrence with the WVWA's mandatory water/sewer connection policy. Mr. Jim Guynn, County Attorney, stated that as discussed by Michael Lockaby at last month's Board meeting, the County's Water, Sewers and Sewage Disposal Ordinance contains provisions that require new development abutting or adjacent to the County's or Towns' water or sewer systems to connect to these systems. He noted that, in this instance, "adjacent" has been defined to mean within 250'.

Mr. Guynn noted that the Western Virginia Water Authority, which took over a majority of the County's water and sewer systems as of July 1, has its own mandatory connection policy which defines "adjacent" to mean within 300'. He noted that under State law, the Authority cannot just impose its policy; therefore, in order for the County to conform our ordinance to the Authority's regulations, the Board must concur in this through a policy change.

Mr. Guynn stated that this is a fairly minor issue and the County Attorney and staff are working on other water/sewer ordinance amendments which will be brought before the Board for public hearing in the future. After discussion, Mr. Guynn stated that, until these comprehensive amendments are completed to take into account the Authority's new role in the County's water and sewer services, a resolution has been drafted to concur with the mandatory water and sewer connection policies and the rules and regulations of the Authority. He noted that a public hearing on this resolution of concurrence has been advertised in [The Fincastle Herald](#).

After questioning by Mr. Williamson, Mr. Guynn stated that existing structures in the County located within 300' of the Authority's water/sewer lines would not be required to connect to the Authority's system. He noted that this requirement would only impact a new structure or development located within 300' of the Authority's utility lines.

Mrs. Sharon Porter of Country Club Road then stated that she owns a commercial rental property on Route 11 in Troutville. She noted that this business which operates only a couple of days per week has notified her that they had received a sewer bill from the Authority which indicated that \$171 was owed which is significantly higher than the \$58 bill received for the previous month's service.

Mrs. Porter stated that she is concerned that, with these significant rate increases, small businesses would leave both the Town of Troutville and the County. Mrs. Porter stated that she has talked to the Authority's customer service staff to try to have this rate reduced.

After questioning by Mr. Williamson, Mrs. Porter stated that this business is connected to the Town of Troutville's water system. Mr. Williamson stated that this is the same issue that other former County commercial sewer customers have had who are connected to private water

systems. Mr. Williamson stated that Mrs. Porter and/or her renter will need to request that the Town provide them with the building's water meter reading so that it can be given to the Authority to correctly calculate the monthly sewer bill.

Mr. Leffel thanked Mrs. Porter for bringing this issue to the County's attention.

Mr. Charles Ehalt of Catawba Road then questioned if an individual's well or septic system failed and the property is located within 300' of an Authority-owned water/sewer line, would that individual be required to connect to the Authority's line.

Mr. Williamson noted that this would be correct.

Mr. Ehalt then questioned if only this individual's well or septic system failed, but not both, would that person have to connect to both the Authority's public water and sewer lines. Mr. Ehalt stated that his property line is within 300' of an Authority-owned utility line but his house is not. He noted that, in this scenario, the most direct route across his property for the Authority to extend water service to his house is across his septic tank and a natural gas line/easement and questioned who would work with him and the natural gas company to avoid this infrastructure.

Mr. Williamson stated that, if the Authority had to extend a water line to Mr. Ehalt's house, then the Authority would be responsible for surveying and determining the line's location and negotiating with the gas company to cross their easement. He noted that utility lines of this type have to be located within a platted easement.

Mr. Ehalt then questioned if his well ran dry and his house/property is within the 300' mandatory connection distance, would this prevent him for drilling a new well.

After further discussion, Mr. Moorman suggested that Mr. Ehalt meet with Kevin Shearer, County General Services Manager, to discuss these questions in more detail.

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

On motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution adopting an ordinance concurring in the mandatory water and sewer connection policies and the rules and regulations of the Western Virginia Water Authority.

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Resolution Number 15-08-14

WHEREAS, on July 1, 2015, Botetourt County joined the Western Virginia Water Authority ("Authority"), which will henceforth own and operate what previously were parts of the County water and sewer systems; and

WHEREAS, pursuant to the agreement by which the County joined the Authority, certain amendments to the mandatory connection ordinances applicable in the County are required to bring them into conformity with the Authority's mandatory water and sewer connection policies adopted on November 18, 2004, and the Authority's rules and regulations, duly adopted pursuant to its authority under Va. Code §§ 15.2-5114(2) and 15.2-5137, including concurrence in the Authority's mandatory connection policies and its rules and regulations; and

WHEREAS, this ordinance has been advertised and a public hearing held by the Board of Supervisors in accordance with law; and

WHEREAS, the Board has heard public comment and given the matter thoughtful consideration, as set forth in the minutes of the Board of Supervisors; and

WHEREAS, after considering all facts and circumstances bearing on its decision at the time it is made, the Board of Supervisors finds that such amendments are authorized by law and will benefit the public health, safety, and general welfare.

NOW, THEREFORE BE IT RESOLVED AND ORDAINED by the Board of Supervisors of Botetourt County as follows:

As required by Va. Code § 15.2-5137(A), the Board hereby concurs with the mandatory water and sewer connection policies adopted by the Authority on November 18, 2004, and as set forth in the Authority's Development Rules and Regulations and its Wastewater Collection System Rules and Regulations.

Mrs. Penny Hall, Director of the Department of Social Services then gave a presentation on the Department's annual report.

Mrs. Hall stated that the Board's information packet includes a report on the benefit and local programs that her department oversees and participation data by County citizens in each program. She noted that these programs include: Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance to Needy Families (TANF), Medical Assistance, and the Energy Assistance Program. Mrs. Hall then reviewed the locally administered programs handled by her office including the Energy Assistance Program and the Christmas Angel Program, and the department's Service Programs: Child Protective Services (CPS), Foster Care, Adoption, Adult Protective Services, and Childcare.

Mrs. Hall then reviewed the most recent State profile data on her department for the July 1, 2013 through May 31, 2014 fiscal year. Mrs. Hall stated that the 2014-2015 data should be received in November. She noted that the County's population of 33,002 included 6,771 children from 0 – 17, 19,894 adults from 18 – 64, and 6,337 adults 65 and older. She further noted that there are 2,420 people (7%) of all ages living in poverty in the County and, of that number, 666 or 10% are children 0 – 17 years of age. She further noted that the County's poverty rate for all ages has increased from 6.3% in 2003 to 7.4% in 2013. Mrs. Hall stated that comparison data between the County, the region (Piedmont), and the State was included in this report.

After discussion, Mrs. Hall stated that the State profile report also includes data on the County's clients who participate in their various programs, e.g., SNAP, TANF, etc. She noted that the County's SNAP clients decreased from 2013 to 2014; however, their Medicaid clients are increasing by "leaps and bounds" from 3,022 in 2013 to 3,149 in 2014 which is probably due to the County's aging population.

Mrs. Hall then reviewed the "households served" numbers which have increased over the past five years from 1020 to 1,230. She stated that in 2014 the department had 103 Child Welfare Clients and 11 Adult Services Program clients; however, there were issues with the appropriate data being submitted to the State during these years so these numbers may not be accurate. Mrs. Hall stated that she has been focusing on maximizing the Social Services Department's resources since she became Director in early 2014 to ensure that this information is correctly inputted into the State's computer system.

After questioning by Mr. Dodson, Mrs. Hall stated that her Department receives an average of 30 – 32 Child Protective Services (CPS) referrals each month and an average of 11 – 12 of Adult Services Program (APS) referrals per month.

After questioning by Mr. Williamson, Mrs. Hall stated that the APS program handles adults 60 years of age or older and incapacitated adults age 18 or older.

After discussion, Mrs. Hall stated that there are 2,420 people of all ages living in poverty in the County which is based on the national level of four persons per household.

She then reviewed the Department's expenditures and funding streams for FY 2013-2014. She noted that 84.5% of their funding comes from the State and federal governments and 15.5% from the County. Mrs. Hall stated that a total of \$27.7 million was spent on Social Services in the County in 2013-14, including administrative costs, with \$795,975 of those funds allocated by the County. She further stated that Comprehensive Services Act (CSA) data for at-risk children is included in these figures as well.

Regarding staffing levels in the Department, Mrs. Hall stated that she currently has 20 employees and has added one additional employee in the past year with the 85/15 State and federal/County funding percentages.

Mrs. Hall stated that the Department is making progress in the area of fraud investigation and have had two cases sent to the Commonwealth's Attorney for prosecution this year.

After questioning by Mr. Leffel, Mrs. Hall stated that the fraud cases that they investigate are extreme and the two cases sent to the Commonwealth's Attorney are for \$1,500 and \$2,000 in overpayments received by clients. She noted that it has been a significant period of time since the Department had an employee specifically designated to handle fraud cases. Mrs. Hall stated that the Department does not want their clients getting benefits that they are not entitled to receive

Mr. Martin stated that he serves as a member of the Board of Social Services and noted that the Department is trying to publicize these fraud cases as a deterrent to others.

Mrs. Hall stated that the Department has recently begun to receive anonymous referrals on potential fraud cases. She further noted that the State Department of Social Services is working toward implementing a paperless application and filing system and next month her staff will begin scanning their documents/files into the system. She noted that this will be a phased-in system with Medicaid files being handled first.

Mr. Martin stated that the Department's staff is doing a great job for the County's citizens.

Mrs. Hall thanked the Board for allowing her to give this report.

Mr. Leffel then thanked Mrs. Hall for her presentation.

A public hearing was then held on the disposition of an utility easement to the Roanoke Valley Broadband Authority on Parcel 10A in EastPark Commerce Center. Mr. Kevin Shearer, General Services Director, stated that the RVBA has requested a 50' X 68' easement on Lot 10A in EastPark to allow access to the existing equipment hut constructed by Mid-Atlantic Broadband Cooperative (MABC) in 2010. He noted that the Authority is in the process of strengthening and improving the Roanoke Valley's broadband capabilities and would like to use the existing equipment and facilities that the Cooperative has on this lot in EastPark.

Mr. Shearer stated that the County Attorney is in contact with the Authority's counsel to finalize the deed's technical language. He then noted that this public hearing is required to be held on the disposition of County-owned property.

After questioning by Mr. Leffel, 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, Mr. Shearer stated that this easement is an exact overlay onto the easement previously given to Mid-Atlantic Broadband. Mr. Shearer noted that County staff discussed this proposal with MABC and they are agreeable with this easement being permitted.

After further questioning by Mr. Williamson, Mr. Shearer stated that this easement will allow the Authority's subcontractor to use this infrastructure in their work to construct a broadband "ring" around the Roanoke Valley. He noted that this could offer increased broadband service to the County and the businesses located in EastPark.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized the County Administrator to sign all appropriate paperwork on the disposition of a 50' X 68' utility easement to the Roanoke Valley Broadband Authority for the installation of broadband gear and equipment to and from the existing Mid-Atlantic Broadband Cooperative Hut on Parcel 10A in EastPark Commerce Center, subject to review and final approval by the County Attorney. (Resolution Number 15-08-15)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

A public hearing was then held on proposed amendments to Chapter 23. Taxation of the Botetourt County Code regarding elderly and disabled tax exemptions. Mr. Jim Guynn, County Attorney, stated that as discussed last month, the County Code provides for a tax exemption for the elderly and handicapped if they meet certain age, disability, and income-based criteria as per the provisions of the Real Estate Tax Exemption for Elderly and Disabled Persons ordinance. He noted that at the present time, in order to qualify for this program, a taxpayer must have no outstanding delinquent taxes; however, this provision has caused some taxpayers to not be eligible for this tax relief.

Mr. Guynn stated that the County Treasurer has recommended that subsection (5) of this ordinance, "There must be no delinquent real estate taxes on the parcel for which exemption is claimed.", be removed.

Mr. Moorman stated that this amendment does not modify any of the terms for elderly and disabled individuals to participate in this program except for the issue regarding delinquent taxes. He noted that any delinquent taxes on a parcel would still have to be paid.

After questioning by Mr. Leffel, Mr. Bill Arney, County Treasurer, stated that under the Code of Virginia, a County Treasurer is not bound to enter into payment agreements with taxpayers; however, it is an option that he can implement at his discretion. Mr. Arney stated that removal of this subsection would enable him to work with certain individuals that have fallen behind in paying their taxes to enter into a 24 – 36 month payment plan to get caught up and current with their taxes. Mr. Arney stated that, if the property's title changes once this payment schedule begins, the taxes would be due in full by the estate or the new owner. Mr. Arney noted that this payment program would only proceed if the Commissioner of the Revenue certifies that the individual in question qualifies.

After questioning by Mr. Williamson, Mr. Arney stated that there have been a couple of instances whereby if the property owner could have participated in such a plan they could have had their delinquent taxes made current. Mr. Arney noted that there are controls in place now to allow him and his staff to follow anyone participating in this payment plan and, if they are late in their payments, a reminder letter will be sent.

After questioning by Mr. Leffel, it was noted that there was no one else present to speak regarding this matter. 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 approved an amendment to Chapter 23 Taxation of the Botetourt County Code to delete subsection (5) from Section 23-49. General prerequisites to grant to remove the provision that there be no delinquent real estate taxes on a parcel for which an elderly or disabled person's real estate tax exemption is being claimed as follows: (Resolution Number 15-08-16)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

BOTETOURT COUNTY CODE

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CHAPTER 23 TAXATION

* * *

ARTICLE III. REAL ESTATE TAX EXEMPTION FOR ELDERLY AND DISABLED PERSONS

Sections 23-46 through 23-48 (same)

Section 23-49. General prerequisites to grant.

(1) through (4) (same)

~~(5) There must be no delinquent real estate taxes on the parcel for which exemption is claimed.~~

On motion by Mr. Leffel, seconded by Mr. Martin, and carried by the following recorded vote, the Board went into Closed Session at 4:20 P. M. to discuss personnel matters pertaining to the County Administrator's quarterly performance review as per Section 2.2-3711A (1) of the Code of Virginia of 1950, as amended. (Resolution Number 15-08-17)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Vice-Chairman called the meeting back to order at 5:20 P. M.

On motion by Mr. Williamson, 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 15-08-18)

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

NAYS: None

ABSENT: Dr. Scothorn

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.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the meeting was continued at 5:21 P. M. until 6:00 P. M. on Tuesday, September 8, 2015, in Room 229 of the Greenfield Education and Training Center for a joint meeting with the Botetourt County School Board. (Resolution Number 15-08-19)

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

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None