

ADMINISTRATOR'S REPORT

April 13, 2006

TO: Board of Supervisors

FROM: R. David Laurrell, County Administrator *R. David Laurrell 4/12/2006*

RE: Board Meeting April 17, 2006

10:30 a.m. [Virginia 2007 Community Program Committee](#) (Carter, Falwell)
11:15 a.m. [Human Services Committee](#) (Carter, Falwell)
1:00 p.m. Call to Order, Invocation by Supervisor Falwell

April 20 6:00 p.m. Regional Dinner – Bedford Welcome Center (Gunter, Pendleton)

APPROVAL OF MINUTES

1. Approval of Minutes:
[March 20, 2006](#) regular meeting
[March 30, 2006](#) annual dinner meeting

APPEARANCES

2. [VIRGINIA DEPARTMENT OF TRANSPORTATION](#) MATTERS

No one from VDOT will be able to attend today's meeting, however, Don Austin provided a memo from Acting Highway Commissioner Greg Whirley advising that the draft six year plan is being finalized using the Do-Nothing (no new funds) projection. Based on this action, a spreadsheet is included showing each county's projection. Note that Campbell County's secondary original FY 07 projection was \$2,122,408 in December 2005 and now is \$1,384,045 (a 34% reduction). Hopefully there will be some action on the part of the General Assembly to create additional funding, however, until such time the plan will proceed as stated. A hearing date has been scheduled on the plan for May 9, 2006 at VDOT's Salem District Office, 731 Harrison Avenue, Salem, Virginia.

Recommendation: We would appreciate any input from the Board that we can pass along to VDOT. Also if the Board has any road concerns, we will be glad to pass them along to VDOT as well.

ADMINISTRATOR'S ITEMS

Aubrey Cheatham, Director of Public Safety

3. **COUNTYWIDE DOG CONFINEMENT PERIOD** (10 minutes)

One of the Board's FY 2006 Initiatives is to develop a plan to implement a countywide dog confinement period to assist in identifying and capturing strays. Staff has met with the local hunting dog association and gained their support for a confinement period. The agreed upon language is outlined in the attached memorandum. Staff is also recommending a \$50 civil penalty be considered for violation of the provisions.

Recommendation: Staff recommends the Board provide any additional input and authorize staff to draft a confinement period ordinance for inclusion in the regular County Code update scheduled for the fall.

Mike Daly, Director of Youth, Adult and Community Services

4. **RESOLUTION – PROJECT DESTINI** (5 minutes)

Last year a Youth Volunteer Program was started known as "Project Destini" in memory of Destini Phelps. Since that time 23 Campbell County youth have given more than 500 hours of volunteer service assisting seniors and the disabled in a variety of household tasks such as washing windows, cleaning homes and community centers, raking leaves, painting, repairing roofs and trimming shrubbery. Twenty-three households have benefited from their hard work and dedication. Since April is National Volunteer Recognition Month staff requests the adoption of a resolution to recognize and commend the youth volunteers and their advisors for their volunteer service and commitment to helping others.

Recommendation: Approve the attached resolution for recognition of "Project Destini"

volunteers.

Paul E. Harvey, Director of Community Development

5. [FOLLOW UP ON 2005 COUNTY REZONING FOR BUSINESS/INDUSTRIAL PROPERTIES](#) (5 minutes)

The Board approved changes to the Zoning Ordinance relating to business and industrial properties in August 2005 as well as changes to the zoning map classification for nearly 3,000 parcels. Now that the new zoning classifications have been in effect for over six months, members of the Planning Commission and Board of Supervisors may be aware of properties that should be zoned differently. Staff was planning to introduce one or more county-initiated rezonings for this type of situation that meet certain legal requirements. It would be desirable to have the property owner, Planning Commissioner and the Board member for that district involved in the rezoning recommendation.

Recommendation: Staff requests that Board members advise us of any properties in their district which, as a corrective action, might warrant a County-initiated zoning change to a business or industrial classification.

Alan Lane, Director of Management Services

6. [RETIREE BENEFITS – GROUP MEDICAL INSURANCE PROGRAM](#) (5 minutes)

Due to the continuing increase in health insurance costs and the potential of having to prefund retiree benefits, the Administration/Management Services Committee discussed options to enable the County to continue providing retiree health insurance benefits. The current policy allows retired employees eligible for VRS retirement benefits and having at least ten years of service to continue their insurance until age 65 with the County paying the same monthly portion towards the premiums. After age 65, if a retired employee continues on the health care plan, he/she must pay 100% of the costs of the insurance premium. The Administration/Management Services Committee is recommending the policy be amended to require employees hired and Board of Supervisors members elected after July 1, 2006 to have at least twenty (20) years of service to stay on the County's health care policy. Some additional language is recommended for retired employees at age 65 and for those that return to work with another organization where health insurance benefits were available. Please see the attached policy for details on the changes.

Recommendation: The Administration/Management Services Committee and staff

recommend Board approval of the proposed policy change in Chapter 11, Section 4, Major Medical Plan – Group Insurance of the Employee Handbook.

R. David Laurell, County Administrator

7. [PERMISSION TO ADVERTISE – CODE UPDATE](#) (5 minutes)

Semi-annually the Board of Supervisors updates the County Code with mandated changes and discretionary changes initiated by either the Board or staff during the year. The bulk of the proposed amendments for the regular spring update are mandated changes by the state. The remaining discretionary changes are those the Board has already approved for advertising or are minor amendments clarifying certain aspects of the Code. Staff will review the summaries at the Board meeting. The amended text for all chapters is available electronically with a paper copy available in the County Administrator's Office. The summary of all changes is attached.

Recommendation: Staff recommends the advertisement of a public hearing to update the Campbell County Code at the May 22, 2006 Planning Commission Meeting and the June 5, 2006 Board of Supervisors meeting.

8. [AWARD OF FINANCIAL REPORT ACHIEVEMENT](#) (5 minutes)

Campbell County has been awarded the *Award of Financial Reporting Achievement* from the Government Finance Officers Association for the fiscal year ending audited statements of June 30, 2005. This achievement is presented to government units and public employee retirement systems whose comprehensive annual financial reports achieve the highest standards in government accounting and financial reporting. Along with the recognition, there are some advantages in attracting lower interest rates when loans or bonds are issued by the County.

Recommendation: Staff wishes to present to the Board and the Director of Management Services the certificates of achievement awarded by the Government Finance Officers Association of the United States and Canada to Campbell County for the *Award of Financial Report Achievement* for its financial statements and reports issued as of June 30, 2005.

9. [TCRC RESOLUTION](#) (5 minutes)

Campbell County has been working with the Tri-County Re-Licensing Committee and American Electric Power (AEP) several years on the re-licensure of the Smith Mountain Lake Project which includes Leesville Lake. Last year the Federal Energy Regulatory Commission

(FERC) entered an order to prohibit pile driving within the project from April 15th through June 15th of each year to protect the fish population. Subsequent to that order AEP requested the order be lifted to permit construction during that time. FERC has opened up a public comment period to obtain public input on lifting the current ban. TCRC has requested the four participating jurisdictions adopt a resolution support AEP's request to lift the ban on pile driving during this period. Attached is the [resolution adopted by Franklin County](#).

Recommendation: Staff recommends that the Board of Supervisors adopt a parallel resolution with the same language as the attached resolution from Franklin County.

10. FINANCE AND BUDGET CONSENT AGENDA

a) [CCADM 028-FY06, Ambulance Staffing](#)

Sealed bids were solicited for the provision of EMS personnel to staff Campbell County's ambulances during daylight hours on a short term basis while it develops the infrastructure for its own career EMS staff. The contracted firm will provide personnel to staff two ambulances for eight hour shifts Monday through Friday between 6:00 a.m. to 6:00 p.m. for a period of 180 days with the option to renew for an additional 180 days, if needed. Two responses were received, one from Virginia Ambulance Service at \$12.61 to \$16 per hour and \$18 to \$18.91 for overtime and a second from Lifeline Ambulance Service at \$17 to \$19.62 per hour and \$25.50 to \$29.43 for overtime.

b) [Appropriations](#) - Several appropriations are attached for your approval,

c) [Bid Award – Clerk's Office High Density Storage](#)

Due to increasing storage requirements, funding was included in the current year budget to install a high density storage system in the Clerk's Office. Due to an error in the initial soliciting of bids, the project was rebid. Four bids were received and reviewed by Wiley & Wilson. They recommended award of the low bid to Spacesaver. See the attached [spreadsheet of bid awards and letter from Wiley & Wilson](#) for more information.

Recommendations: Staff recommends the Board approve items a – c:

- a) **Approve contracting with Virginia Ambulance Service, Inc., Lynchburg, Virginia, for the continued short-term provision of Emergency Medical Services personnel;**

- b) **Appropriations as submitted;**
- b) **Award the bid to Spacesaver in the amount of \$29,852.94.**

APPOINTMENTS

11. [APPOINTMENTS](#)

An updated appointment list is attached for your convenience.

MATTERS FROM THE BOARD

12. **MATTERS FROM THE BOARD**

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

AGENCY MINUTES AND REPORTS

13. [Administration/Management Services minutes](#), April 3, 2006

14. [Fire Commission](#), March 15, 2006

INFORMATION ITEMS

15. [TREASURER'S REPORT](#), MARCH 2006

16. [COMPUTATION OF UNDESIGNATED CASH BALANCE](#), MARCH 2006

17. [COMPUTATION OF UNDESIGNATED FUND BALANCE](#), MARCH 2006