

ADMINISTRATOR'S REPORT

June 1, 2006

TO: Board of Supervisors
FROM: R. David Laurrell, County Administrator *R. David Laurrell 5/31/2006*
RE: Board Meeting June 5, 2006

5:00 p.m. [Administration/Management Services Committee](#)
(Pendleton, Rosser)

7:00 p.m. Call to Order, Invocation by Supervisor Puckett

June 21, 2:00 – 4:00 p.m. Spring Employee Recognition (Agriculture Building)

APPROVAL OF MINUTES

1. Approval of Minutes - [May 15, 2006 regular meeting](#)

APPEARANCES

Karen Danos, Registrar

2. [PUBLIC HEARING – POLLING PLACE CHANGES/CENTRAL ABSENTEE VOTER PRECINCT](#) (10 minutes)

A public hearing has been advertised to consider changing three polling places to meet handicapped accessibility standards, to relocate the Central Absentee Voter Precinct (CAP) and to allow the CAP to be used for all elections. A memorandum providing more details and the public notice are attached.

Recommendation: Pending comments received from the public hearing, the Electoral Board and staff recommends relocating the three polling places, relocating the CAP and allowing the use of the CAP in all elections. Staff requests the Board authorize the County Attorney to proceed with the Department of Justice submission as soon as possible and make the required updates to the County Code.

Paul Harvey, Director of Community Development

3. [PUBLIC HEARING – REQUEST BY CAMPBELL COUNTY TO INITIATE REZONING OF TWO PARCELS OWNED BY FREDDIE HARRIS AND RONALD DANIEL](#)

06-01432 Request by Campbell County to initiate a rezoning for good zoning practice and compatibility with the Campbell County Comprehensive Plan of the following parcels located in the Seneca Election District:

Freddie L. & Agatha E. Harris, Owners of a .34-acre parcel located at 549 Greendale Drive, Rustburg, Virginia currently zoned R-1, Residential is proposed to be rezoned to B-HC, Business-Heavy Commercial; and

Ronald Lee Daniel, Owner of 3 parcels located at 1389 Suburban Road, Lynchburg, Virginia currently zoned B-LC,C, Business-Limited Commercial, Conditional and B-LC, Business-Limited Commercial are proposed to be rezoned to B-GC,C, Business-General Commercial, Conditional and B-GC, Business-General Commercial.

Recommendation:

The Planning Commission voted separately on the subject parcels as follows:

22-A-67C/.34 ± acres (owner: Harris): Recommended denial by a vote of 6-0 (citing lack of commercial access to the property.)

23K-1-D-1; 2K-1-D-2; and 23K-1-D-3/2.45 ± acres total (owner: Daniel): Recommended approval by vote of 4-2 (citing good zoning practice).

4. [PUBLIC HEARING – REQUEST BY LARRY MASON, AGENT FOR CHARTER OF LYNCHBURG, REZONING FOR BOARDING HOME ON WINEBARGER CIRCLE](#)

06-01268 Request by Larry Mason, Agent for COH, LLC (Charter of Lynchburg, LLC), Owner to rezone .44 ± acres from I-G, Industrial-General to R-2, Residential for rooming and/or boarding home. Property is located at 129 Winebarger Circle, Lynchburg, VA 24501 in the Concord Election District.

Recommendation: The Planning Commission by a vote of 6-0 and citing good zoning practice, recommended approval of the request. The proposed residential use of the building would support the primary industrial use of the property by providing living quarters for factory workers. It would also be more in keeping with the residential uses along Winebarger Circle.

5. [PUBLIC HEARING – REQUEST BY REGGIE RUSSELL, AGENT, REZONE TO CONSTRUCT AND OPERATE RETAIL SHOPPING CENTER ON SMITH ROAD](#)

06-01385 Request by Reggie Russell, Agent and Contract Purchaser of property currently owned by Terrence R. Williams to rezone .81 ± acres from R-1, Residential to B-GC, Business-General Commercial with a concurrent request for a special use permit to construct and operate a retail shopping center. Property is located at 74 Smith Road, Forest, VA 24551 in the Timberlake Election District.

Recommendation: The Planning Commission, by a vote of 6-0 and citing good zoning practice, recommended approval of the request with the following conditions on the special use permit: 1) require a minimum double row of evergreen trees as a buffer between the commercial and residential properties, and 2) that the property is developed in substantial compliance with the site plan dated 3/28/2006.

Clifton M. Tweedy, Deputy County Administrator

6. [PUBLIC HEARING – SEMI-ANNUAL CODE UPDATE](#) (10 minutes)

The Board at their April 17th meeting reviewed proposed changes to the County Code and authorized a public hearing for this meeting. The bulk of the proposed amendments are mandated changes by the state. The remaining discretionary changes are those that the Board has already approved for advertising or are minor amendments clarifying certain aspects of the Code. A full summary and text for all chapters is available electronically with the April 17th Board Book. A copy of the advertisement outlining the summary of changes as well as the list of non-substantive amendments is attached to this memorandum.

Recommendation: Staff recommends the Board conduct the required public hearing to update the Campbell County Code and based on any public comment adopt the amendments as advertised with any changes the Board believes are appropriate.

ADMINISTRATOR'S ITEMS

Clifton M. Tweedy, Deputy County Administrator

7. [BLUE RIDGE REGIONAL JAIL SUPPLEMENTAL APPROPRIATION](#)

At the end of each fiscal year we are required to settle up our usage of the Blue Ridge Regional Jail based on the number of inmates held during the year. During the first few years of operation

Campbell County received a credit from the Authority. However, during the past year our space utilization has increased. Our FY 06 population estimates were based on holding an average of 153 inmates per day. We are currently averaging 160 inmates per day. It is estimated we will need \$80,000 to cover the current year funding shortfall. A supplemental appropriation is attached.

Recommendation: Approve the attached supplemental appropriation to cover the additional estimated usage in the Blue Ridge Regional Jail for the remainder of this fiscal year.

8. *FINANCE AND BUDGET CONSENT AGENDA*

a) [CCADM 036-FY 06, Ambulance Billing Services](#)

A request for proposal was issued requesting the services of a qualified firm to provide ambulance billing services for Campbell County to be handled by the Department of Public Safety on behalf of the independent rescue squads in the County. Nine firms responded to the proposal and were reviewed by the Evaluation Committee. The top three firms were interviewed by a review panel. Although all three firms were well qualified to provide the services, it was determined that a contract with Healthserve Fire/EMS would best meet the needs of the County and be more cost effective. The initial contract term will be three years with an option to renew for two additional years. Estimated cost would be 5% of net collections provided, and 6.5% with the provision and implementation of an electronic data submission and reporting system. This fee would be due on a monthly basis, payable from ambulance billing collections received.

b) [Public Safety Mass Casualty Response Trailer](#)

The Department of Public Safety is seeking a Mass Casualty Incident response trailer that would provide the equipment cache needed on scene of a mass casualty incident to treat upwards of 50 patients. While quotations were being solicited, it was found to be in the best interest of the County to purchase two separate trailers that can handle upwards of 25 patients each. Three quotations were solicited with all three vendors responding as set forth in the attached memorandum. An appropriation is submitted with the next item to request new funds from the Office of Emergency Medical Services, Rescue Squad Assistance Fund in the amount of \$16,000 that together with the budgeted amount for Public Safety Equipment would provide total funding for the purchase of the two trailers.

c) [Appropriations](#) - a number of appropriations are attached for your approval;

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

- a) Based on the recommendation of the Evaluation Committee, approve Healthserve Fire/EMS as the top ranked firm and authorize staff to negotiate and execute a final contract for ambulance billing services for a three-year period, not to exceed a service charge of 6.5% of net collected revenue;
- b) Staff recommends approval of the request for supplemental appropriation from grant funds as well as approval of the purchase of the two Mass Casualty/Disaster response trailers (25 patients each) from PennCare for a total cost of \$19,990.
- c) Approve the appropriations as submitted.

MATTERS FROM THE BOARD

9. MATTERS FROM THE BOARD

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

CLOSED MEETING

10. [CLOSED MEETING](#)

A closed meeting is requested in accordance with Section 2.2-3711 A.7 of the Code of Virginia to discuss legal matters related to two public nuisances.

AGENCY MINUTES AND REPORTS

11. [CCUSA](#)

[April 28, 2006](#)

12. [Emergency Medical Services Advisory Committee](#) [May 1, 2006](#)
13. [Fire Commission](#) [May 17, 2006](#)
14. [Local Emergency Planning Committee](#) [May 16, 2006](#)
15. [Library Board of Trustees](#) [April 17, 2006](#)
16. [Recreation Advisory Council](#) [May 9, 2006](#)
17. [Recreation Financial Statement](#) [April 2006](#)
18. [Recreation Program Report](#) [April 2006](#)
19. [School Board](#) [April 27, 2006](#)
20. [Robert E. Lee Soil & Water Conservation](#) [April 27, 2006](#)

INFORMATION ITEMS

21. [COUNTY ATTORNEY REPORT ON DELINQUENT TAXES](#)
22. [COUNTY ATTORNEY REPORT ON PUBLIC NUISANCES](#)
23. [COUNTY ATTORNEY REPORT ON DELINQUENT TAXES COLLECTED](#)
24. [COUNTY ATTORNEY REPORT ON ZONING VIOLATIONS](#)
25. [COUNTY ADMINISTRATOR RECOGNIZED BY ICMA](#)
26. [COUNTY ADMINISTRATOR APPROVED APPROPRIATIONS](#)
27. [DCR RECOMMENDS ROADS FOR VIRGINIA BYWAY DESIGNATIONS](#)