

## ADMINISTRATOR'S REPORT

DATE: June 25, 2007  
TO: Board of Supervisors  
FROM: R. David Laurrell, County Administrator *R. David Laurrell* 6/27/2007  
RE: Board of Supervisor's Meeting – July 2, 2007

5:00 p. m. [Public Safety Committee Meeting](#) (Gunter / Puckett)  
[Attachment 1](#), [Attachment 2](#) and [Attachment 3](#)  
5:00 p. m. [CED Committee Meeting](#) (Boyer / Carter)  
7:00 p. m. Call to Order, Invocation by Chairman Puckett

July 9, 2007 1:00 p. m. – [Public Works Committee Meeting](#) (Pendleton / Puckett)

### PUBLIC HEARING

Clifton M. Tweedy, Deputy County Administrator

1. [REGIONAL SOLID WASTE PUBLIC HEARING](#) (10 minutes)

For the past four years the Cities of Bedford and Lynchburg along with the Counties of Amherst, Campbell and Nelson have been working to form a regional solid waste authority to combine the usage of their existing facilities. The final step in forming a regional solid waste authority is a [public hearing](#) to obtain citizen comments.

[A resolution](#) for adopting the [use agreement](#) and the articles of incorporation to form the Region 2000 Services Authority is attached for the Board's consideration after hearing public comments.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing to form a regional solid waste authority and based on any public comment, adopt the attached resolution and authorize staff to finalize and sign any documents required to form the Region 2000 Services Authority as appropriate.**

Kristen Wright, Staff Attorney

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

Semi-annually the Board of Supervisors updates the Code of Campbell County with mandated changes that result from action of the General Assembly and discretionary changes that are initiated by either the Board or staff during the year. At the Board's regular meeting on May 21, 2007 staff briefed the

Board on the proposed changes and the Board authorized staff to advertise for a public hearing at the July 2<sup>nd</sup> meeting. The only change made since is a change to Chapters 13 and 22 (summary and [text included](#)) in response to a new state law regarding the storage of biosolids and the need for a special use permit when the biosolids are stored somewhere other than the land on which they are to be spread.

The amended text for all chapters is available electronically online with a paper copy available in the County Administrator's Office.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing to update the Campbell County Code for the amendments advertised and based on any public comment adopt the amendments, including the Board's changes at the May 21<sup>st</sup> meeting, with any further changes the Board believes are appropriate.**

### ADMINISTRATOR'S ITEMS

Mary Pascale, Co-Director of Recreation

3. [AFTER SCHOOL GUIDELINES](#) (10 minutes)

As a Recreation Department Priority I initiative for 2007-2008, staff members are preparing a pilot after-school program for middle school age students at Rustburg Middle School, to begin in September 2007. In 2006 the State Legislature exempted Recreation Departments from past standards contingent upon localities adopting a set of guidelines to insure the safety and well being of children enrolled in the program.

By working with agencies, who are offering similar programs, the Campbell County School system, and Youth, Adult and Community Services, staff developed a [set of guidelines](#) tailored to Campbell County's program. These guidelines spell out standard operating procedures, staffing, enrollment, fee structure, pick-up policies, and overall program management. These guidelines must be approved by a local governing body before implementation of the program.

**RECOMMENDATION: The Human Services Committee and staff recommend the Board approve the proposed guidelines submitted for the Recreation Department's pilot after-school program.**

4. [Playground Grant - Rehabilitative Services Incentive Fund Grant](#) (10 minutes)

In Phase 1 of the Timbrook Park Master Plan, a playground was planned to be placed near the two ball fields. In an effort to serve a larger cross section of the community staff researched apparatus that would meet the needs of all children in the community including those with special needs. The County was awarded a [Rehabilitative Services Incentive Fund Grant](#) which would allow the county the option of saving approximately \$10,000.00 on the purchase price of the equipment by opting for the purchase of equipment that exceeds ADA Guidelines. The grant also requires a 10 % match from local funds. These

funds would come from the development funds in the Timbrook Park CIP.

**RECOMMENDATION: Staff recommends the board accept the grant from Rehabilitative Services Incentive Fund Grant in the amount of \$10,729.00 with the match of \$1,192.00 coming from the allotted monies from the Timbrook Park development CIP.**

## CONSENT AGENDA

5. Following are Consent Agendas for your approval:
  - a.) [Appropriations](#) – Attached are appropriations for your review.
  - b.) [County Attorney Invoices](#) – Attached are invoices for the county attorney’s services in the amount of \$5,931.50.
  - c.) [BID CCADM 005-FY08; EMS VEHICLES, PUBLIC SAFETY DEPARTMENT](#) - Sealed bids were solicited for the purchase of a mid-size 4 wheel-drive sport utility vehicle (an “EMS8” career provider staffed-response vehicle) and a 4 wheel-drive pick-up truck for the EMS Division of the Department of Public Safety.
  - d.) [BID CCADM 004-FY0; Track Loader](#) - Public Works requested Central Purchasing solicit sealed bids for the purchase of a track loader to replace the 973C Caterpillar track-loader currently being used by the Landfill. The 973C was purchased in 2002 and has 9,500 hours of use.

## RECOMMENDATIONS: Approve items a-d

- a.) **Approve the appropriations**
- b.) **Approve the County Attorney fees.**
- c.) **Accept the low bid of Bedford Automotive, Bedford, Virginia, for the purchase of a 2008 Ford Explorer for \$22,575.00 and a 2007 Ford F150 pickup for \$21,436.00 for a total cost of \$31,854.00.**
- d.) **Approve bid award to Carter Machinery, Roanoke, Virginia, for the purchase of a track loader with options and trade-in of the old track loader for a total cost of \$179,667.00, and authorize Carter Machinery to take possession of the trade-in equipment prior to delivery of the new equipment with the stipulation that usable equipment will be provided to the Landfill in the interim.**

## MATTERS FROM THE BOARD

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

Please note item #14 below. This report represents the recent outcome of the Comprehensive Economic Development Strategy. A full report will be provided in August. An advance copy is being provided for review.

Please note items #19 and #20 below. The Governor's Office has proposed making changes in the Workforce Investment Areas that could potentially have a detrimental effect on Region 2000. Item #20 reflects the thought process involved in this realignment. Item #19 is the County Administrator's response to the proposal.

### AGENCY MINUTES AND REPORTS

- |     |   |               |
|-----|---|---------------|
| 7.  | <a href="#">Fire Commission Minutes</a>   | June 11, 2007 |
| 8.  | <a href="#">Library Minutes</a>           | May 21, 2007  |
| 9.  | <a href="#">Social Services Minutes</a>   | May 16, 2007  |
| 10. | <a href="#">Undesignated Cash Balance</a> | May 2007      |
| 11. | <a href="#">Undesignated Fund Balance</a> | May 2007      |

### INFORMATION ITEMS

- |     |  |               |
|-----|--|---------------|
| 12. | <a href="#">Altavista Downtown CDBG Grant Application</a>                        | June 21, 2007 |
| 13. | <a href="#">County Administrator Authorized Appropriations</a>                   | May 2007      |
| 14. | <a href="#">CED 2007 Update</a> (FYI – Formal Presentation to be made in August) | May 2007      |
| 15. | <a href="#">Leesville Lake Association (LVLA) Debris Position Statement</a>      | June 15, 2007 |
| 16. | <a href="#">Main Street Designation for Altavista</a>                            | June 4, 2007  |
| 17. | <a href="#">100 Day Notice – Possible Biosolids Application</a>                  | June 18, 2007 |
| 18. | <a href="#">VDOT – Work Order Completion Letter</a>                              | June 25, 2007 |
| 19. | <a href="#">Workforce Development – Laurell's Letter to Governor Kaine</a>       | June 25, 2007 |
| 20. | <a href="#">Workforce Development – Proposed Plan from Governor's Office</a>     | June 20, 2007 |