

June 2, 2008 - Board of Supervisors Meeting

ADMINISTRATOR'S REPORT

DATE: May 27, 2008

TO: Board of Supervisors

FROM: R. David Laurell, County Administrator *R. David Laurell*, 5/29/2008

RE: June 2, 2008 Board of Supervisors Meeting

5:00 p. m. [EMSAC Meeting](#) (Pendleton / Shockley) Board Level Conference Room

5:30 p. m. [Public Safety Meeting](#) (Pendleton/Shockley) Board Level Conference Room

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

PUBLIC HEARING

Paul Harvey, Director of Community Development

1. [PUBLIC HEARING – SPECIAL USE PERMIT – APPALACHIAN POWER COMPANY – GEORGE STREET](#)

Special Use Permit Request #08-01353 - Request by Appalachian Power Company for a special use permit to construct and operate an electrical utility substation with a maximum height of 65 feet in a residential – single – family zoning district. The property is located at 585 George Street, Lynchburg, Virginia in the Concord Election District.

RECOMMENDATION: The Planning Commission, citing public necessity, recommended approval by vote of 7-0 with the conditions that the site be developed in substantial conformance to the site plan and narrative description submitted by the applicant, a maximum height of 65 feet for the substation equipment, and that a gate be installed across the entrance road to prevent trespassing.

2. [PUBLIC HEARING – SPECIAL USE PERMIT – LONG MOUNTAIN PARK – VILLAGE HIGHWAY/BEAR CREEK ROAD](#)

Special Use Permit Request #08-01391 - Request by Campbell County Recreation Department for a special use permit to construct and operate a public park in a Residential-Single Family zoning district. The property is located at the intersection of Village Highway and Bear Creek Road approximately two and one-half miles east of Rustburg, Virginia in the Rustburg Election District.

RECOMMENDATION: The Planning Commission recommended approval by vote of 7-0 and citing general welfare with the condition that the park be developed in substantial conformance to the site plan and narrative description submitted by the Recreation Department.

3. [PUBLIC HEARING – SPECIAL USE PERMIT – FAMILY LIFE CHILD DEVELOPMENT CENTER – SMITH ROAD](#)

Special Use Permit Request #08-01359 - Request by Family Life Child Development Center for a special use permit to operate a child daycare center within an existing church in a residential-single family zoning district. The property is located at 294 Smith Road , Forest, Virginia in the Timberlake Election District.

RECOMMENDATION: The Planning Commission recommended approval by vote of 7-0 citing public convenience.

ADMINISTRATOR’S ITEMS

Alan Lane, Director of Management Services

4. [Collapse E-911 Fund and Transfer Available CASH BALANCE to CIP Fund](#) (10 minutes)

The E-911 Fund budget was merged with the General Fund budget in the current fiscal year FY2008 effective July 1, 2007. This was done due to funding changes as directed by the State as the E-911 reimbursement revenue for telephone lines previously paid directly to the County were to be included in a new sales and use tax on all forms of communication collected by the State and then redistributed to

localities.

Unspent funds in the form of cash totaling \$504,481.29 deposited in earlier years to the E-911 Fund are available to transfer to the CIP as these remaining monies are required to be spent on E-911 related projects primarily in the area of technology upgrades. The County CIP 5 Year Plan FY2009-FY2013 recently approved by the Board was based on the assumption that \$300,000 for two CIP projects for the E-911 function slated for FY2012 would be paid for by the transfer of these remaining funds in the old E-911 Fund.

RECOMMENDATION: Staff requests Board approval to collapse the existing fund balance remaining in the old E-911 Fund into the General Fund and then transfer available cash totaling \$504,481.29 from the General Fund to the CIP Fund Reserve For Future Improvements 4-302-094900-0010 to pay for planned technology upgrades for the E-911 function included in the County CIP 5 Year Plan or anticipated in future years not already included in the County CIP 5 year Plan.

R. Aubrey Cheatham, Public Safety Director

5. COMMUNICATIONS SYSTEM REQUEST FOR TRANSFER OF FUNDS

One of the approved FY08 Priority 1 Initiatives for Public Safety is to develop and implement radio study recommendations over the next year, utilizing CIP funding. The Board previously authorized Central Purchasing to use the competitive negotiation process for the procurement of communications consulting services to implement the recommended improvements. Subsequently, on 15 March 2004, the Board authorized staff to execute a final contract with SSI services, who submitted a Communications System Needs Assessment on 18 October 2002, for communications consulting services.

To date, staff has successfully negotiated leases with U. S. Cellular to locate radio equipment on a tower location in Brookneal and with Liberty University to move our radio equipment from the 150 foot level at Johnson Mountain to the 350 level. Staff is currently in the final stages of negotiation to secure a lease to locate radio equipment at a U. S. Cellular tower location in Concord. Staff has established a microwave link between the Public Safety Building and Long Mountain, and will begin moving the voter equipment from Long Mountain to the Public Safety Building next week. Requests for Bids were released for the licensed microwave systems for the Concord and Brookneal locations and for the shelters, generators, and site improvements at those locations. Microwave bids came in just under estimated cost, but the shelter bids came in significantly over estimated costs.

Staff is recommending these additional funds come from the E-9-1-1 funds collected in prior years and earmarked for infrastructure improvements. Please see item #4 above.

RECOMMENDATION: Staff recommends the Board approve a transfer of \$100,000 from the Reserve for Future Improvements line in the CIP to the Communications System Upgrade CIP Line to cover the increased cost of shelter, generator, and site improvements acquisition and provide for any other unforeseen costs to complete the project. A request for transfer is attached.

Mike Davidson, Economic Development Director

6. [BROOKNEAL – CAMPBELL COUNTY AIRPORT AUTHORITY ANNUAL REPORT](#) (10 minutes)

The Brookneal – Campbell County Airport Authority reports its status and activities to the Board of Supervisors once each year. Chairman Larry Nash will present the report to the Board and answer any questions.

RECOMMENDATION: No formal action is required, but staff recommends the Board accept the 2006-2007 annual report from the Brookneal Campbell County Airport Authority.

R. David Laurrell, County Administrator

7. SUMMER MEETING SCHEDULE

The Board typically has only one meeting in July because it usually conflicts with the National Association of Counties annual conference. This year that is not the case. After discussion with the Chairman and Community Development staff I would like to suggest that the Board consider canceling the first meeting in August instead. This would be contingent upon not receiving any requests for public hearings for that evening. As of the printing of this report no applications have been filed for the June Planning Commission meeting, which would be heard at the August Board meeting. Staff will update the Board at the meeting on June 2nd for final consideration. If the meeting is canceled, the EMSAC and Public Safety Committees will need to reschedule a time to meet, or cancel, based on need.

8. The following CONSENT AGENDA ITEMS are for your consideration:

- a.) [APPROPRIATIONS](#) – Request for Supplemental and Transfers of Appropriation.
- b.) [COUNTY ATTORNEY INVOICE](#) – an invoice in the amount of \$7221.63 for services rendered.

RECOMMENDATION:

- a.) Approve the appropriations**
- b.) Approve the County Attorney invoice**

MATTERS FROM THE BOARD

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

Note: Please note the following information items:

#14 – An update on the success of the 2008 Dog Confinement Period;

#23 – A copy of the JetBroadband Agreement related to customer service issues;

#24 – An invitation to the Campbell County Landfill closeout luncheon on June 12th;

#31 – Notice of a hearing on the School’s Comprehensive Plan on June 16th;

#35 – The website address for additional information on VDOT’s new Access Management Regulations;

#36 – Draft agenda for the joint meeting with the Planning Commission scheduled for June 16th at 4:00.

Note: I will be out of town at a conference the week of June 9th. I will be checking my email and voicemail during my time away from the office.

AGENCY MINUTES AND REPORTS

10. [Social Services Board Minutes](#) April 16, 2008
11. [Human Services Committee](#) April 21, 2008
12. [Library Minutes](#) April 21, 2008
13. [Robert E. Lee Soil & Water Conservation District](#) April 24, 2008
14. [School Board Meeting](#) April 21, 2008

INFORMATION ITEMS

15. [2008 Dog Confinement Period](#) May 2008
16. [Boxley – Counts and Dobyns Letter to Gunter](#) May 20, 2008
17. [Boxley – Griggs Letter to R. D. Laurrell](#) May 17, 2008
18. [Boxley – Application Update](#) May 22, 2008
19. [Copy of Treasurer’s Report](#) April 30, 2008
20. [Copy of Undesignated Cash Balance](#) April 2008
21. [Copy of Undesignated Fund Balance](#) April 2008
22. [Expenditure/Revenue Summary](#) May 15, 2008
23. [Go Green Regional Forum](#) April 30, 2008

24. [Jet Broadband Franchise Agreement – Customer Service](#) May 22, 2008
25. [Landfill Farewell Invitation](#) June 16, 2008
26. [Old Dominion Ag Complex – Letter of Support](#) May 15, 2008
27. [Region 2000 Services Authority Board Meeting](#) May 28, 2008
28. [Report on Delinquent Taxes](#) May 2008
29. [Report on Public Nuisances](#) May 2008
30. [Report on Taxes Collected](#) May 2008
31. [School Board – Change in Meeting Dates](#) May 13, 2008
32. [School Board – Notice of Public Hearing for Comprehensive Plan](#) May 14, 2008
33. [VA 2.1.1](#) May 2008
34. [VDOT – Quarterly Report](#) 2008
35. [VDOT – Training Outreach Locations](#) July 1, 2008
36. [VDOT – Access Management Regulations on Web](#) May 22, 2008
37. [Work Session Agenda with Planning Commission](#) June 16, 2008